



This pictured model is KX-FP141.

# Panasonic

## Operating Instructions

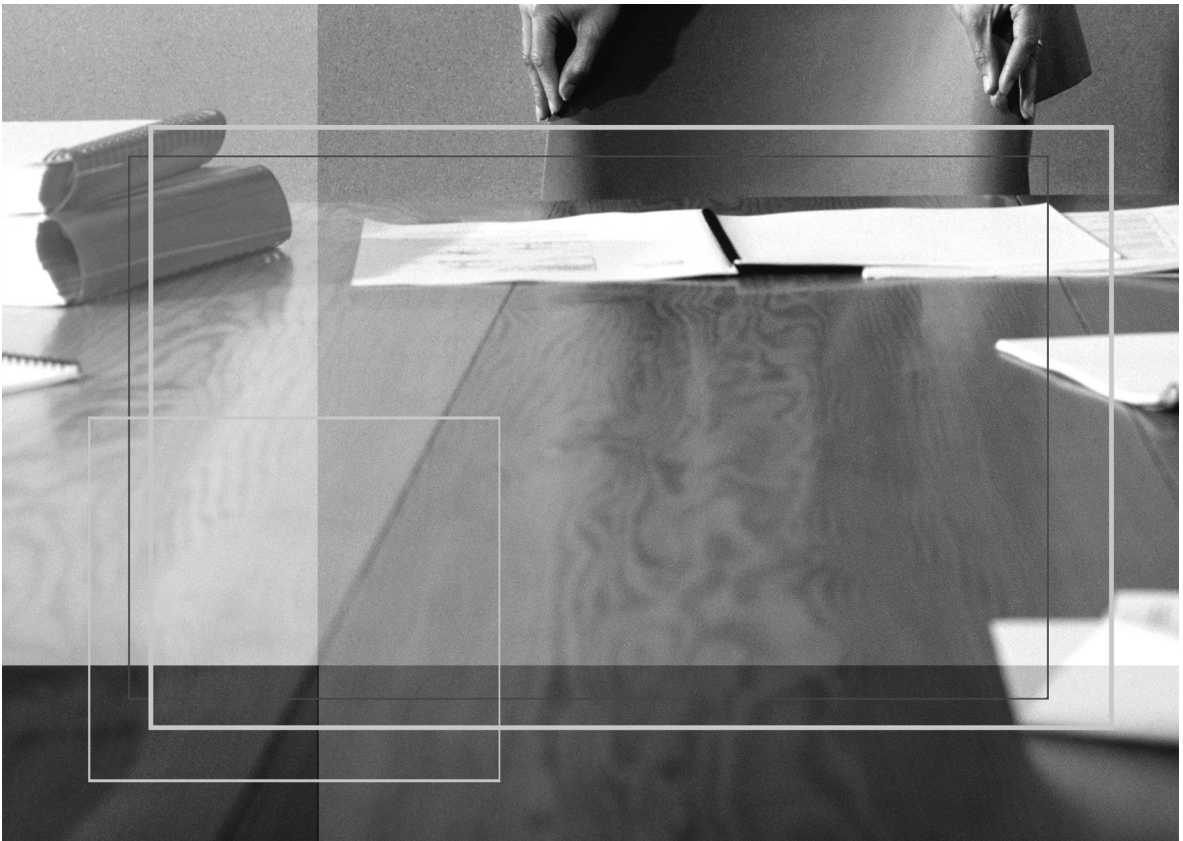
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Compact Plain Paper Fax

Model No. **KX-FP141AL**

Compact Plain Paper Fax  
with Digital Answering System

Model No. **KX-FP145AL**



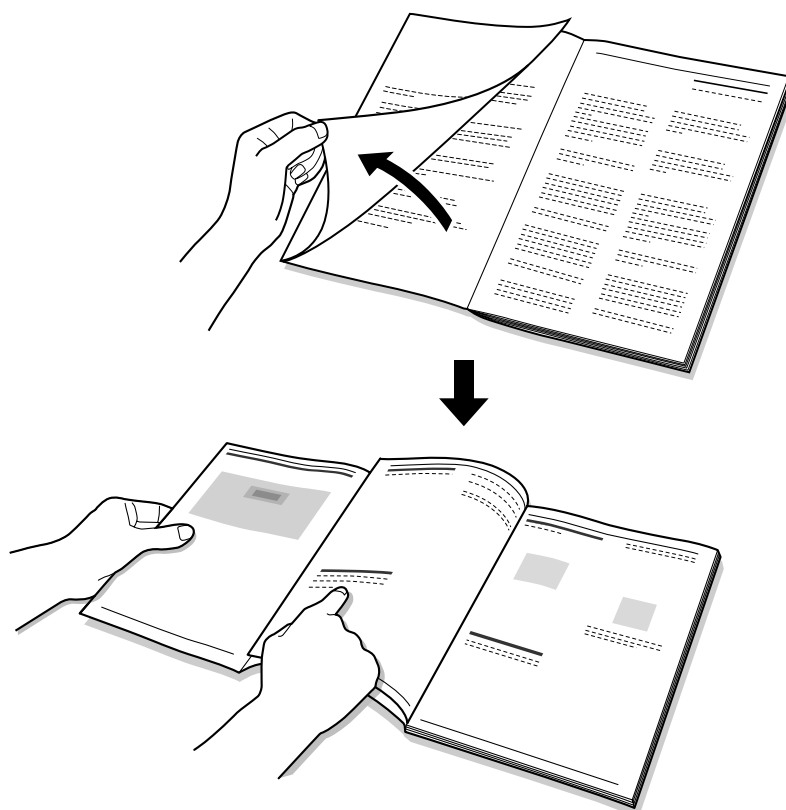
Please read these Operating Instructions before using the unit and save for future reference.

This model is designed to be used in Australia and New Zealand.

**TO USE IN NEW ZEALAND,  
CHANGE THE LOCATION  
SETTING** (feature #74, on page 51).

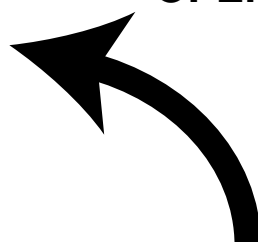
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## How to use the operating instructions



When following operating instructions, always keep the front cover page (next page) open so that you will find easy reference to the buttons.

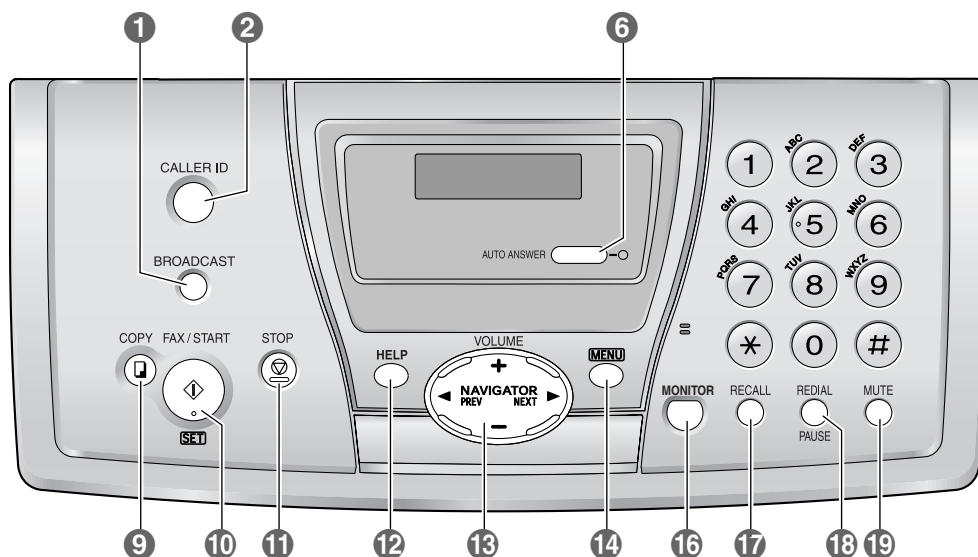
**OPEN**



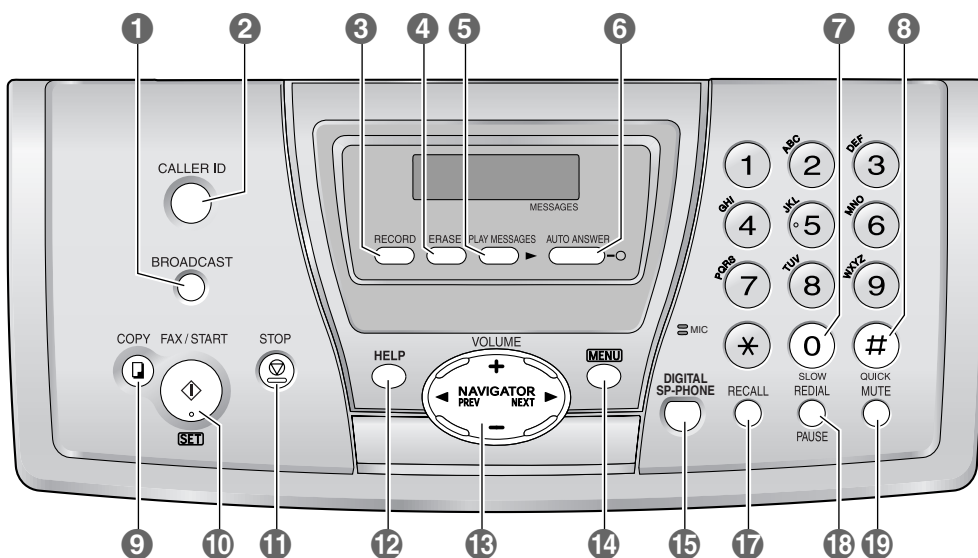
## Location of Controls

Please keep this page open when following operating instructions.  
For a description of each button, see page 11.

### KX-FP141



### KX-FP145



#### Keys (Listed in alphabetical order)

AUTO ANSWER 6	MENU 14	RECORD 3
BROADCAST 1	MONITOR 16	REDIAL 18
CALLER ID 2	MUTE 19	SET 10
COPY 9	NAVIGATOR 13	SLOW 7
DIGITAL SP-PHONE 15	PAUSE 18	START 10
ERASE 4	PLAY MESSAGES 5	STOP 11
FAX/START 10	QUICK 8	VOLUME 13
HELP 12	RECALL 17	

**Thank you for purchasing a Panasonic fax machine.**

## Things you should keep a record of

Attach your sales receipt here.

## For your future reference

Date of purchase

Serial number (found on the rear of the unit)

Dealer's name and address

Dealer's telephone number

**This model is designed to be used in Australia and New Zealand according to the location setting feature.**

The default setting is Australia. To use in New Zealand, change the setting (feature #74 on page 51).

**Caution:**

- Note that the images of copied or received documents will remain on the used ink film. Use discretion when disposing of the used ink film.
- Do not rub or use an eraser on the printed side of recording paper, as the print may smear.
- This model is designed for the Australian and New Zealand network.

**Note:**

- The suffix in the model number will be omitted in these instructions.
- Most figures shown in these operating instructions are based on a KX-FP141.

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## For Australian users

### Warning:

- Please ensure that a separate telephone, not dependent on local power, is available for emergency use.
- This equipment will be inoperable when mains power fails.
- When a failure occurs which results in the internal parts becoming accessible, disconnect the power supply cord immediately and return this unit to an authorised service centre.
- Disconnect the telephone connection before disconnecting power connection prior to relocating the equipment, and reconnect the power first.
- To minimize the possibility of lightning damage, when you know that a thunderstorm is coming, we recommend that you:
  - A. Unplug the telephone line cord from the phone jack.
  - B. Unplug the power supply cord from the AC power outlet.
- No “000” or other calls can be made from this device during a mains power failure.
- The earcap on the handset is magnetised and may retain metallic objects.

## For New Zealand users

### Warning:

- WHEN A FAILURE OCCURS WHICH RESULTS IN THE INTERNAL PARTS BECOMING ACCESSIBLE, DISCONNECT THE POWER SUPPLY CORD IMMEDIATELY AND RETURN THIS UNIT TO AN AUTHORISED SERVICE CENTRE.
- DISCONNECT THE TELECOM CONNECTION BEFORE DISCONNECTING THE POWER CONNECTION PRIOR TO RELOCATING THE EQUIPMENT, AND RECONNECT THE POWER FIRST.
- NO “111” OR OTHER CALLS CAN BE MADE FROM THIS DEVICE DURING A MAINS POWER FAILURE.

### IMPORTANT NOTICE

Under power failure conditions, this telephone may not operate. Please ensure that a separate telephone, not dependent on local power, is available for emergency use.

### Notice:

- The grant of a Telepermit for any item of terminal equipment indicates only that Telecom has accepted that the item complies with minimum conditions for connection to its network. It indicates no endorsement of the product by Telecom, nor does it provide any sort of warranty. Above all, it provides no assurance that any item will work correctly in all respects with another item of Telepermitted equipment of a different make or model, nor does it imply that any product is compatible with all of Telecom’s network services.
- This equipment shall not be set to make automatic calls to the Telecom “111” Emergency Service.
- This equipment should not be used under any circumstances which may constitute a nuisance to other Telecom customers.
- Not all telephones will respond to incoming ringing when connected to the extension socket.

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# Important information (for Australian users)

## Instructions to customer

### Installation

Attached to this apparatus is an approval label. This label is evidence that it is a "Permitted Attachment" which has been authorised to be connected to your telephone service.

Conditions relating to connection and operation of this Permitted Attachment are contained in Telecommunications General By-Law 220 (5).

You are authorised to install this Permitted Attachment yourself by plugging it into the line socket of any regular telephone. You may connect it in place of your existing telephone or to any spare telephone socket installed in your premises.

To disconnect your existing telephone you must first remove its plug from the line socket. You can then insert the plug of your Permitted Attachment into the socket and use your equipment.

If the plug of your existing telephone cannot be readily removed, you will have to remove the screw securing it. To do this proceed as follows:

1. Loosen screw "A" sufficiently to remove the socket cover. (See Fig. 1.)
2. Remove screw "B" and withdraw the plug. (See Fig. 2.)
3. Replace screw "B". (See Fig. 3.) Ensure that it screws completely into the socket recess. (If the screw is too long, increase the hole depth or replace the screw with one 5 mm shorter.)
4. Replace socket cover and tighten screw "A". (See Fig. 4.)

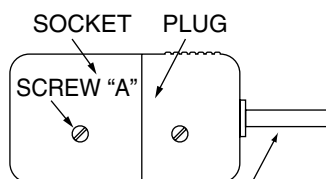


Fig. 1

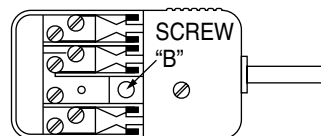


Fig. 2

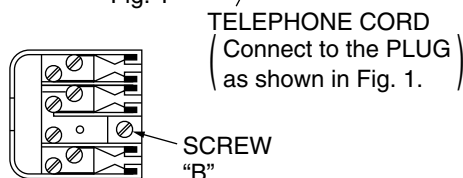


Fig. 3



Fig. 4

If you are satisfied with the operation of your telephone service after plugging in your Permitted Attachment, your installation is completed.

You will be unable to connect this Permitted Attachment if your telephone service consists only of a wall phone or an old style telephone which is not connected by means of a modern plug and socket. In such cases a new socket will need to be installed.

Should the Permitted Attachment not operate when plugged into a socket, it is either faulty or unsuitable for operation with your telephone service. It should be returned to the store where purchased.

### Service difficulties

If at any time a fault occurs on your telephone service carry out the following checks before you call for service:

- Disconnect the Permitted Attachment and try using the service with the normal telephone.
- If the telephone service then operates satisfactorily, the fault is in your Permitted Attachment. Leave the Permitted Attachment disconnected and report the fault to its supplier or agent to arrange for repair.
- If when using the telephone the service is still faulty, report the fault to "Service Difficulties and Faults" for attention.

You are required to keep this Permitted Attachment in good working order while it is connected to your telephone service. Its construction or internal circuit must not be modified in any way without permission.

## Important safety instructions

When using this unit, basic safety precautions should always be followed to reduce the risk of fire, electric shock, or personal injury.

1. Read and understand all instructions.
2. Follow all warnings and instructions marked on this unit.
3. Unplug this unit from power outlets before cleaning. Do not use liquid or aerosol cleaners. Use a damp cloth for cleaning.
4. Do not use this unit near water, for example near a bathtub, wash bowl, kitchen sink, etc.
5. Place the unit securely on a stable surface. Serious damage and/or injury may result if the unit falls.
6. Do not cover slots and openings on the unit. They are provided for ventilation and protection against overheating. Never place the unit near radiators, or in a place where proper ventilation is not provided.
7. Use only the power source marked on the unit. If you are not sure of the type of power supplied to your home, consult your dealer or local power company.
8. For safety purposes this unit is equipped with a grounded plug. If you do not have this type of outlet, please have one installed. Do not defeat this safety feature by tampering with the plug.
9. Do not place objects on the power cord. Install the unit where no one can step or trip on the cord.
10. Do not overload power outlets and extension cords. This can result in the risk of fire or electric shock.
11. Never push any objects through slots in this unit. This may result in the risk of fire or electric shock. Never spill any liquid on the unit.
12. To reduce the risk of electric shock, do not disassemble this unit. Take the unit to an authorised service centre when service is required. Opening or removing covers may expose you to dangerous voltage or other risks. Incorrect reassembly can cause electric shock when the unit is subsequently used.
13. Unplug this unit from power outlets and refer servicing to an authorised service centre when the following conditions occur:
  - A. When the power cord is damaged or frayed.
  - B. If liquid has been spilled into the unit.
  - C. If the unit has been exposed to rain or water.
  - D. If the unit does not work normally by following the operating instructions. Adjust only controls covered by the operating instructions. Improper adjustment may require extensive work by an authorised service centre.
  - E. If the unit has been dropped or physically damaged.
  - F. If the unit exhibits a distinct change in performance.
14. During thunderstorms, avoid using telephones except cordless types. There may be a remote risk of an electric shock from lightning.
15. Do not use this unit to report a gas leak, when in the vicinity of the leak.

## SAVE THESE INSTRUCTIONS

### CAUTION:

#### Installation

- Never install telephone wiring during a lightning storm.
- Never install telephone jacks in wet locations unless the jack is specifically designed for wet locations.
- Never touch uninsulated telephone wires or terminals unless the telephone line has been disconnected at the network interface.
- Use caution when installing or modifying telephone lines.
- Do not touch the plug with wet hands.

### WARNING:

- To prevent the risk of fire or electrical shock, do not expose this product to rain or any type of moisture.

### **For best performance**

- Keep the unit away from electrical noise generating devices, such as fluorescent lamps and motors.
- The unit should be kept free from dust, high temperature and vibration.
- The unit should not be exposed to direct sunlight.
- Do not place heavy objects on top of this unit.
- Wipe the outer surface of the unit with a soft cloth. Do not use benzine, thinner, or any abrasive powder.
- Do not use this unit near liquid—for example, near a bathtub, washbowl, sink, etc. Damp basements should also be avoided. The unit should be kept away from heat sources such as heaters, kitchen stoves, etc. It also should not be placed in rooms where the temperature is less than 5°C or greater than 35°C.
- Store unused paper in the original packaging, in a cool and dry place. Not doing so may affect print quality.



# 1. Introduction and Installation

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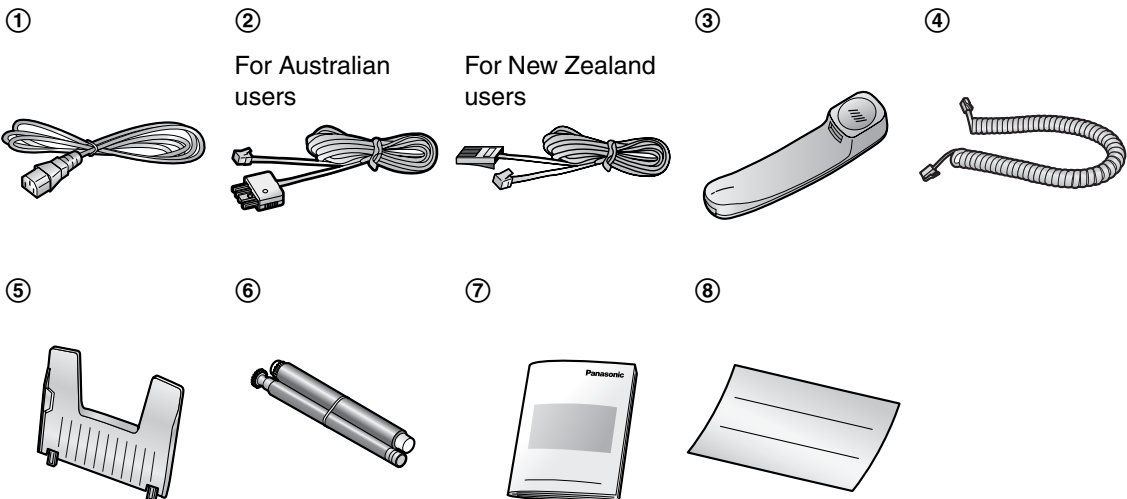
## 1.1 Included accessories

No.	Item	Quantity	Specifications
①	Power cord	1	-----
②	Telephone line cord	1	For Australian users (Modular type plug)
		1	For New Zealand users (New Zealand BT type plug)
③	Handset	1	-----
④	Handset cord	1	-----
⑤	Paper tray	1	-----
⑥	Starter ink film (10 metres long)	1	prints about 30 A4-sized pages. <sup>*1</sup>
⑦	Operating instructions	1	-----
⑧	Quick installation guide	1	-----

\*1 For replacement film, see page 10.

### Note:

- If any items are missing or damaged, check with the place of purchase.
- Save the original carton and packing materials for future shipping and transportation of the unit.



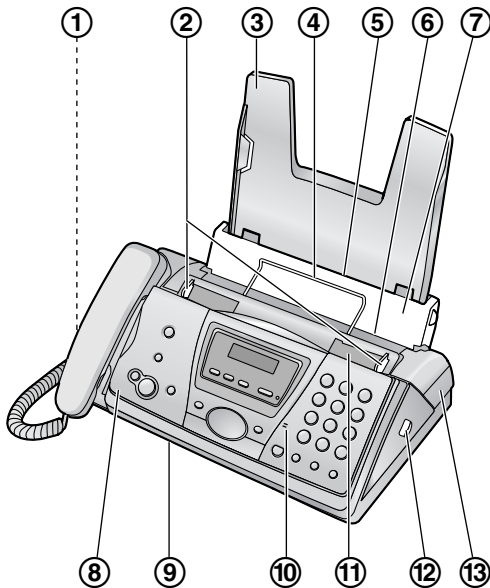
# 1.2 Accessory information

## 1.2.1 Available accessories

Model No.	Item	Specifications/Usage
KX-FA54E	Replacement film <sup>*1</sup>	35 m × 2 rolls (Each roll will print about 105 A4-sized pages.)

<sup>\*1</sup> We recommend that you buy a full-size replacement film for continuous use of your unit. Please use genuine Panasonic replacement film. **The ink film is not reusable. Do not rewind and use the ink film again.**

## 1.3 Overview



\*The pictured model is KX-FP145.

- ① **Speaker**
- ② **Document guides**
- ③ **Paper tray**
- ④ **Recording paper support**
- ⑤ **Recording paper entrance**
- ⑥ **Recording paper exit**
- ⑦ **Tension plate**
- ⑧ **Front cover**
- ⑨ **Document exit**
- ⑩ **Microphone (KX-FP145 only)**
- ⑪ **Document entrance**
- ⑫ **Green button (Back cover release button)**
- ⑬ **Back cover**

### Note:

- Remove all the blue shipping tapes before installation.

## 1.4 Description of buttons

- Keep the front cover page open for button locations.
- ① **[BROADCAST]**
    - To transmit a document to multiple parties (page 29).
  - ② **[CALLER ID]**
    - To use Caller ID service (page 24, 25).
  - ③ **[RECORD] (KX-FP145 only)**
    - To record messages (page 38).
  - ④ **[ERASE] (KX-FP145 only)**
    - To erase messages (page 38, 39).
  - ⑤ **[PLAY MESSAGES] (KX-FP145 only)**
    - To play messages (page 39).
  - ⑥ **[AUTO ANSWER]**
    - To turn ON/OFF the auto answer setting (page 30).
  - ⑦ **[SLOW] (KX-FP145 only)**
    - To slow down message playback (page 39).
  - ⑧ **[QUICK] (KX-FP145 only)**
    - To speed up message playback (page 39).
  - ⑨ **[COPY]**
    - To initiate copying (page 36).
  - ⑩ **[FAX/START][SET]**
    - To initiate fax transmission or reception.
    - To store a setting during programming.
  - ⑪ **[STOP]**
    - To stop an operation or programming.
  - ⑫ **[HELP]**
    - To print a quick reference (page 17).
  - ⑬ **[NAVIGATOR][VOLUME]**
    - To adjust volume (page 17).
    - To search for a stored item (page 22, 28).
    - To select features or feature settings during programming (page 46).
    - To navigate to the next operation.
  - ⑭ **[MENU]**
    - To initiate or exit programming.
  - ⑮ **[DIGITAL SP-PHONE] (KX-FP145 only)**
    - For speakerphone operation (page 22).
  - ⑯ **[MONITOR] (KX-FP141 only)**
    - To initiate dialling without lifting the handset.
  - ⑰ **[RECALL]**
    - To access special telephone services or for transferring extension calls.

### 18 [REDIAL][PAUSE]

- To redial the last number dialled.

#### For New Zealand users only

If the line is busy when you make a phone call using the **[MONITOR]** (KX-FP141)/**[DIGITAL SP-PHONE]** (KX-FP145) button, the unit will automatically redial the number up to 2 times.

- To insert a pause during dialling.

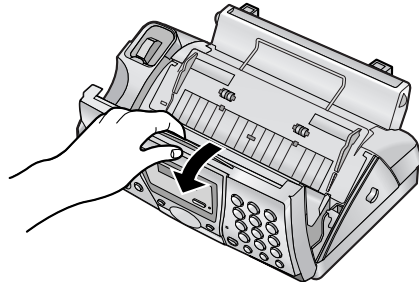
### 19 [MUTE]

- To mute your voice to the other party during a conversation. Press this button again to resume the conversation.

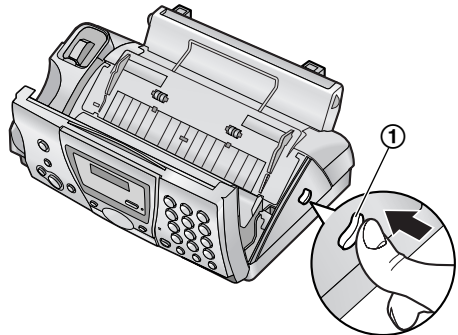
## 1.5 Ink film

### 1.5.1 Installing the ink film

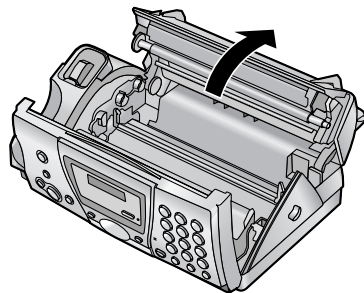
- 1 Open the front cover by pulling up the centre part.



- 2 Release the back cover by pushing the green button (①).

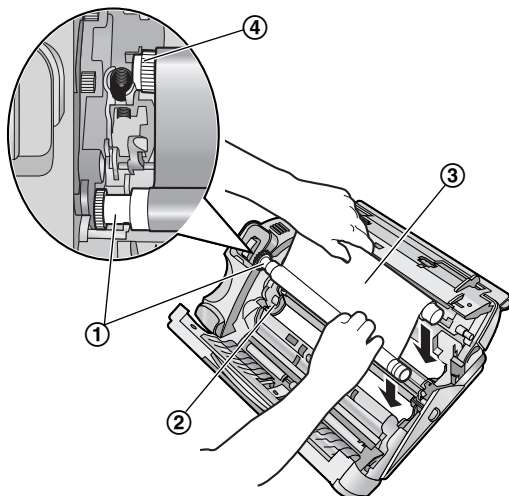


- 3 Open the back cover.

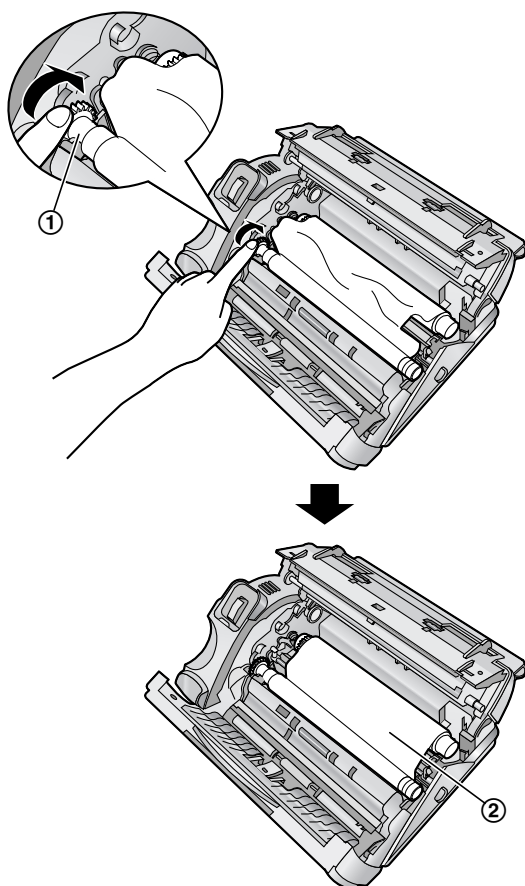


- 4 Insert the front ink film roll by inserting its blue gear (①) into the left slot of the unit (②). Insert the rear ink film roll (③).
  - The ink film is safe to touch, and will not rub off on your hands like carbon paper.

- Make sure the blue gear (①) and white gear (④) are installed as shown.

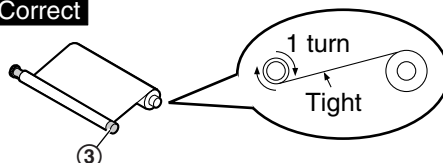


- 5 Turn the blue gear (①) in the direction of the arrow until the ink film is tight (②).

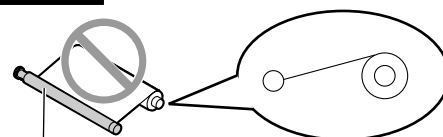


- Make sure that the ink film is wrapped around the blue core (③) at least once.

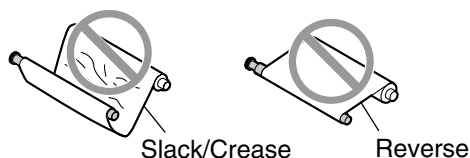
**Correct**



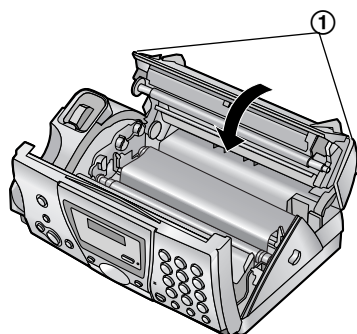
**Incorrect**



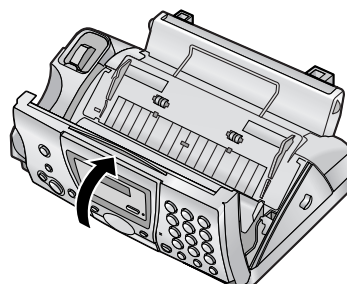
The ink film is not wrapped around the blue core.



- 6 Close the back cover securely by pushing down on the notched area at both ends (①).



- 7 Close the front cover securely.



## 1. Introduction and Installation

### 1.5.2 Replacing the ink film

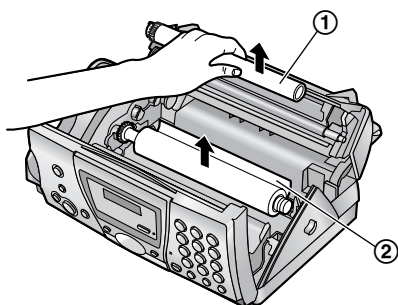
The included film roll is a starter ink film. To ensure that the unit operates properly, we recommend the use of Panasonic replacement film. See page 10 for accessory information.

- We cannot be responsible for any damage to the unit or degradation of print quality which may occur from the use of non-Panasonic replacement film.

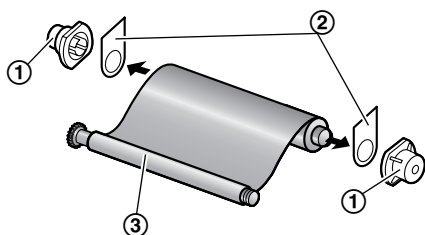
#### Important:

- **Remove the recording paper and the paper tray beforehand, or the paper may misfeed or jam.**

- 1 Open the covers (see steps 1 to 3 on page 12).
- 2 Remove the used core (①) and used ink film (②).



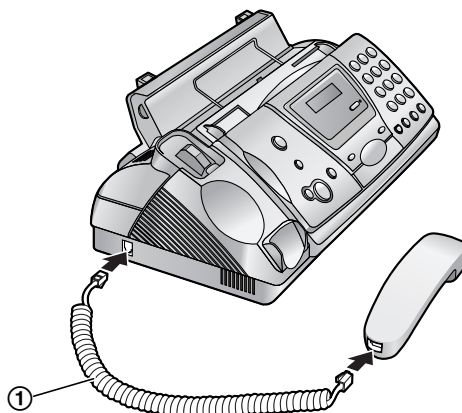
- 3 Remove the stoppers (①) and tags (②) from the new ink film (③).



- 4 Insert the ink film and close the covers (see steps 4 to 7 on page 12).
- 5 Install the paper tray (page 14), then insert the recording paper (page 15).

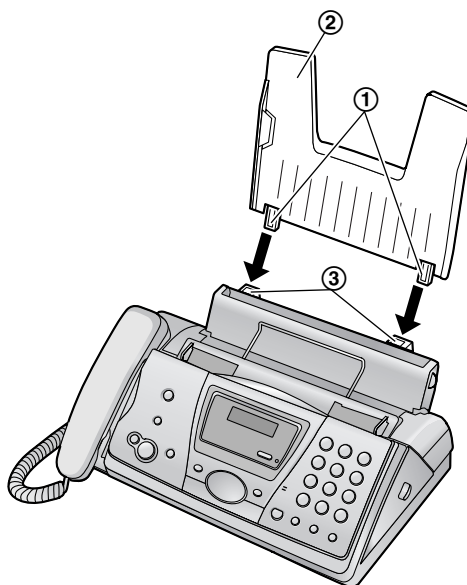
### 1.6 Handset cord

Connect the handset cord (①).



### 1.7 Paper tray

Insert the tabs (①) on the paper tray (②) into the slots on the back of the unit (③).





### 1.8 Recording paper

The unit can hold up to 30 sheets of 80 g/m<sup>2</sup> paper.

Please read the note on page 69 for important information on recording paper.

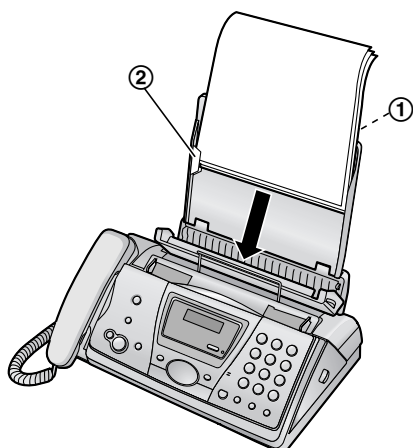
- 1 Pull the tension plate forward (①).



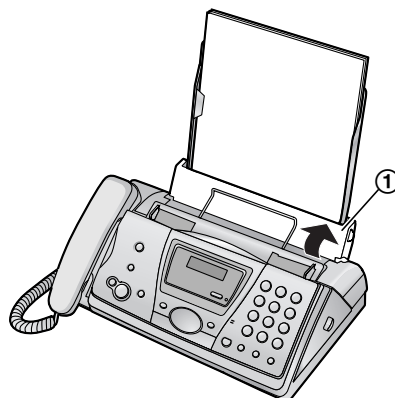
- 2 Fan the paper to prevent paper jams.



- 3 Insert the paper, print-side down (①).
  - The paper should not be over the tab (②).

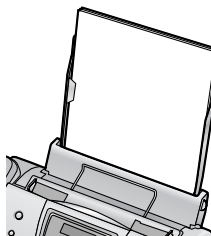


- 4 Push the tension plate back (①).

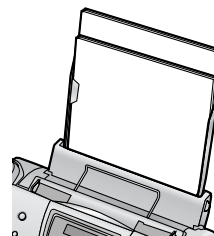


- If the paper is not inserted correctly, readjust the paper, or the paper may jam.

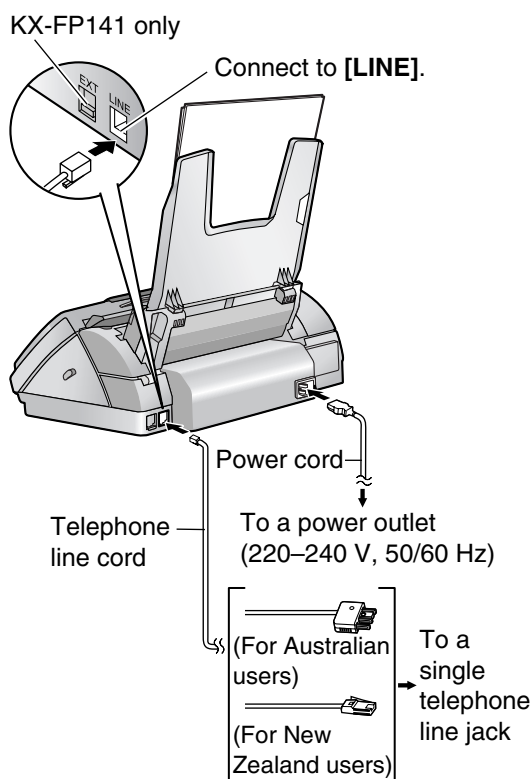
**Correct**



**Incorrect**



### 2.1 Connections



This model is designed to be used in Australia and New Zealand. **TO USE IN NEW ZEALAND, CHANGE THE LOCATION SETTING** (feature #74 on page 51).

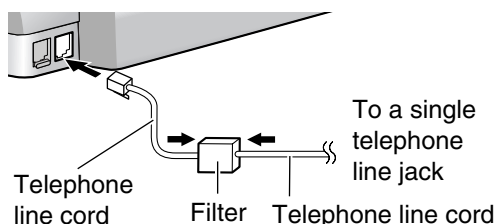
#### Caution:

- When you operate this product, the power outlet should be near the product and easily accessible.
- Be sure to use the telephone line cord included in this unit.
- Do not extend the telephone line cord.

#### Note:

- If any other device is connected on the same line, this unit may disturb the network condition of the device.
- If you want to connect an answering machine to this unit, see page 33 (KX-FP141 only).
- Do not connect an answering machine to the same telephone line. If connected, set the automatic answer feature to OFF by pressing **[AUTO ANSWER]** repeatedly (KX-FP145 only).

- If you use the unit with a computer and your internet provider instructs you to install a filter, please connect it as follows.



## 2.2 Help function

The unit contains helpful information which can be printed for quick reference.

### Basic settings:

How to set the date, time, your logo and fax number.

### Feature list:

How to program the features.

### Directory:

How to store names and numbers in the navigator directory and how to dial them.

### TAD operation (KX-FP145 only):

How to use the answering device.

### Fax receiving:

How to set the unit to receive faxes.

### Copier:

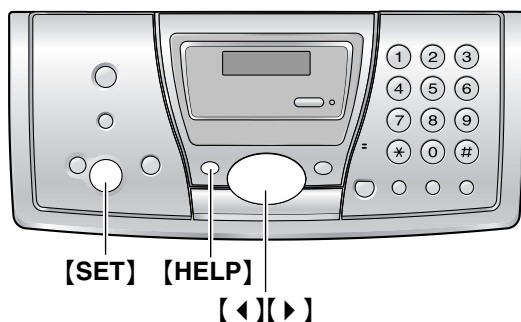
How to use the copier function.

### Reports:

List of available reports.

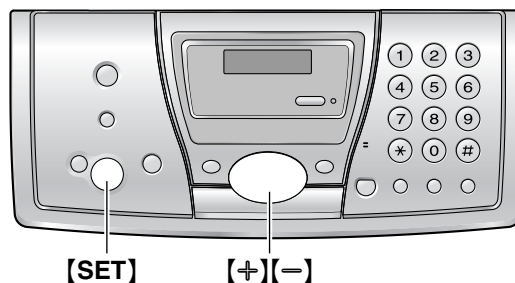
### Caller ID:

How to use the Caller ID service.



- 1 Press **[HELP]**.
- 2 Press **[◀]** or **[▶]** repeatedly to display the desired item.
- 3 Press **[SET]**.
  - The selected item will be printed.

## 2.3 Adjusting volume



### 2.3.1 Ringer volume

4 levels (high/medium/low/off) are available.

**While the unit is idle**, press **[+]** or **[-]**.

- If any documents are in the document entrance, you cannot adjust the volume. Confirm that there are no documents in the entrance.

#### To turn the ringer OFF

1. Press **[-]** repeatedly to display "RINGER OFF= OK?".
2. Press **[SET]**.
  - When a call is received, the unit will not ring and will display "INCOMING CALL".
  - To turn the ringer back ON, press **[+]**.

#### Ringer pattern

- You can select one of three ringer patterns (feature #17, page 47).

### 2.3.2 Handset receiver volume

3 levels (high/middle/low) are available.

**While using the handset**, press **[+]** or **[-]**.

### 2.3.3 Monitor/Speaker volume

8 levels (high to low) are available.

**While using the monitor/speakerphone**, press **[+]** or **[-]**.

### 2.3.4 Voice guidance volume (KX-FP145 only)

9 levels (high to off) are available.

**While listening to voice guidance**, press **[+]** or **[-]**.

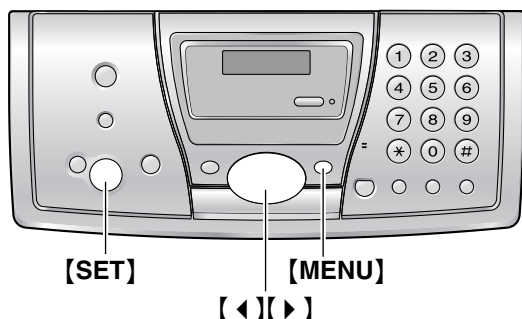
### 2.3.5 Answering device volume (KX-FP145 only)

9 levels (high to off) are available.

**While listening to recorded messages**, press **[+]** or **[-]**.

### 2.4 Date and time

You must set the date and time.



#### Note:

- This information will be printed on each page transmitted from your unit.
- The accuracy of the clock is approximately  $\pm 60$  seconds a month.

#### To correct a mistake

Press [◀] or [▶] to move the cursor to the incorrect number, and make the correction.

- 1 Press [MENU].

```
SYSTEM SETUP  
PRESS NAVI. [◀ ▶]
```

- 2 Press [◀] or [▶] repeatedly to display the following.

```
SET DATE & TIME  
PRESS SET
```

- 3 Press [SET].

- Cursor (■) will appear on the display.

```
M:01/D:01/Y:03  
TIME: 12:00AM
```

- 4 Enter the current month/day/year by selecting 2 digits for each.

**Example: August 10, 2003**

Press [0][8] [1][0] [0][3].

```
M:08/D:10/Y:03  
TIME: 12:00AM
```

- 5 Enter the current hour/minute by selecting 2 digits for each. Press [✱] to select "AM" or "PM".

**Example: 3:15PM (12 hour clock entry only)**

1. Press [0][3] [1][5].

```
M:08/D:10/Y:03  
TIME: 03:15AM
```

2. Press [✱] repeatedly to display "PM".

```
M:08/D:10/Y:03  
TIME: 03:15PM
```

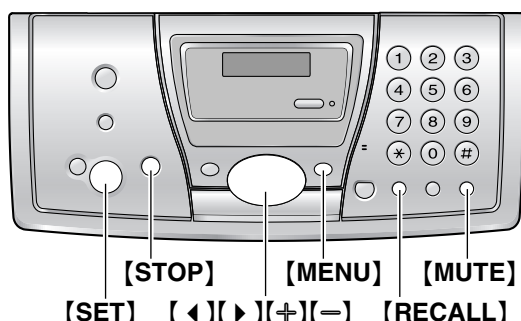
- 6 Press [SET].

- The next feature will be displayed.

- 7 Press [MENU] to exit the program.

## 2.5 Your logo

The logo can be your company, division or name.



- 1 Press **[MENU]**.

SYSTEM SETUP  
PRESS NAVI. [◀ ▶]

- 2 Press **[◀]** or **[▶]** repeatedly to display the following.

YOUR LOGO  
PRESS SET

- 3 Press **[SET]**.
  - Cursor (■) will appear on the display.

LOGO=■

- 4 Enter your logo, up to 30 characters. See the character table on page 19 for details.

- 5 Press **[SET]**.
  - The next feature will be displayed.

- 6 Press **[MENU]** to exit the program.

### Note:

- This information will be printed on each page transmitted from your unit.

### To select characters with the dial keypad

Keys	Characters
[1]	1 [ ] { } + - / = , . _ ` : ; ?
[2]	A B C a b c 2
[3]	D E F d e f 3
[4]	G H I g h i 4
[5]	J K L j k l 5
[6]	M N O m n o 6

Keys	Characters
[7]	P Q R S p q r s 7
[8]	T U V t u v 8
[9]	W X Y Z w x y z 9
[0]	0 ( ) < > ! " # \$ % & ¥ * @ ^ ' →
[#]	To change capital or lower-case letter.
[RECALL]	Hyphen button
[MUTE]	Insert button
[STOP]	Delete button

### Note:

- To enter another character located on the same number key, press **[▶]** to move the cursor to the next space.

### To enter your logo

Example: "BILL"

1. Press **[2]** 2 times.

LOGO=B

2. Press **[4]** 3 times.

LOGO=BI

3. Press **[5]** 3 times.

LOGO=BI

4. Press **[▶]** to move the cursor to the next space and press **[5]** 3 times.

LOGO=BIL

### To change capital or lower-case letters

Pressing the **[#]** key will change to capital or lower-case alternately.

1. Press **[2]** 2 times.

LOGO=B

2. Press **[4]** 3 times.

LOGO=BI

3. Press **[#]**.

LOGO=Bi

## 2. Preparation

4. Press **[5]** 3 times.

LOGO=Bi1

### To correct a mistake

Press **[◀]** or **[▶]** to move the cursor to the incorrect character, and make the correction.

### To delete a character

Press **[◀]** or **[▶]** to move the cursor to the character you want to delete and press **[STOP]**.

### To insert a character

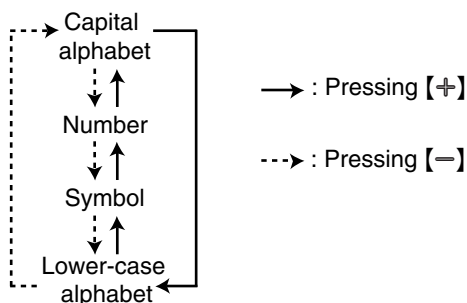
1. Press **[◀]** or **[▶]** to move the cursor to the position to the right of where you want to insert the character.
2. Press **[MUTE]** to insert a space and enter the character.

### To select characters using **[+]** or **[-]**

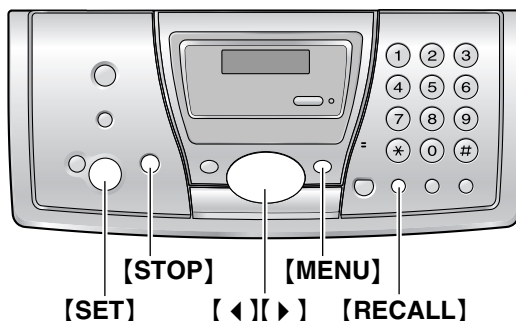
Instead of pressing the dial keys, you can select characters using **[+]** or **[-]**.

1. Press **[+]** or **[-]** repeatedly to display the desired character.
2. Press **[▶]** to move the cursor to the next space.
  - The character displayed is inserted.
3. Return to step 1 to enter the next character.

### Display order of characters



## 2.6 Your fax number



- 1 Press **[MENU]**.

SYSTEM SETUP  
PRESS NAVI. [◀ ▶]

- 2 Press **[◀]** or **[▶]** repeatedly to display the following.

YOUR FAX NO.  
PRESS SET

- 3 Press **[SET]**.
  - Cursor (■) will appear on the display.

NO.=■

- 4 Enter your fax number, up to 20 digits.

Example: NO.=1234567■

- 5 Press **[SET]**.
  - The next feature will be displayed.

- 6 Press **[MENU]** to exit the program.

### Note:

- This information will be printed on each page transmitted from your unit.
- The **[\*]** button enters a “+” and the **[#]** button enters a space.  
**Example: +64 9 1234567**  
Press **[\*][6][4][#][9][#][1][2][3][4][5][6][7]**.
- To enter a hyphen in a telephone number, press **[RECALL]**.

### To correct a mistake

Press **[◀]** or **[▶]** to move the cursor to the incorrect number, and make the correction.

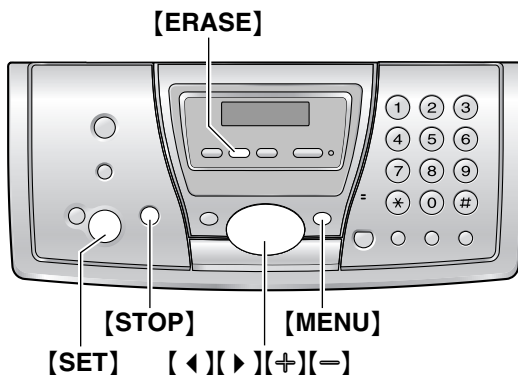
### To delete a number

Press **[◀]** or **[▶]** to move the cursor to the number you want to delete and press **[STOP]**.

## 3.1 Storing names and telephone numbers into the navigator directory

For rapid access to frequently dialed numbers, the unit provides the navigator directory (100 items).

- You can also send faxes using the navigator directory (page 28).



- Press **[MENU]** repeatedly to display "DIRECTORY SET".
- Press **[\*]**.
- Enter the name, up to 10 characters (see page 19 for instructions).
- Press **[SET]**.
- Enter the telephone number, up to 30 digits.
- Press **[SET]**.
  - To program other items, repeat steps 3 to 6.
- Press **[MENU]**.

### Helpful hints:

- You can confirm the stored items in the telephone number list (page 67).

### Note:

- If "SPACE= 5 DIRS." is displayed, you can store only 5 more items.
- A hyphen or a space entered in a telephone number counts as 2 digits.

### To correct a mistake

Press **[◀]** or **[▶]** to move the cursor to the incorrect character/number, and then make the correction.

### To delete a character/number

Press **[◀]** or **[▶]** to move the cursor to the character/number you want to delete, and press **[STOP]**.

#### 3.1.1 Editing a stored item

- Press **[▶]**.
- Press **[+]** or **[-]** repeatedly to display the desired item.
- Press **[MENU]**.
- Press **[\*]**.
  - If you do not need to edit the name, skip to step 6.
- Edit the name (see the storing procedure on page 21 for instructions).
- Press **[SET]**.
  - If you do not need to edit the telephone number, skip to step 8.
- Edit the telephone number. For further details, see the storing procedure on page 21.
- Press **[SET]**.

#### 3.1.2 Erasing a stored item

- Press **[▶]**.
- Press **[+]** or **[-]** repeatedly to display the desired item.
- Press **[MENU]**.
- Press **[†]**.
  - To cancel erasing, press **[STOP]**.
- Press **[SET]**.

### Another method to erase a stored item (KX-FP145 only)

- Press **[▶]**.
- Press **[+]** or **[-]** repeatedly to display the desired item.
- Press **[ERASE]**.
- Press **[SET]**.

## 3.2 Making a phone call using the navigator directory

Before using this feature, program the desired names and telephone numbers into the navigator directory (page 21).

- Keep the front cover page open for button locations.

- 1 Press **[▶]**.
- 2 Press **[+]** or **[−]** repeatedly to display the desired item.
- 3 Press **[MONITOR]** (KX-FP141)/**[DIGITAL SP-PHONE]** (KX-FP145) or lift the handset.
  - The unit will start dialling automatically.

---

### To search for a name by initial

**Example:** “LISA”

1. Press **[▶]**.
2. Press **[+]** or **[−]** to initiate the navigator directory.
3. Press **[5]** repeatedly to display any name with the initial “L” (see the character table, page 19).
  - To search for symbols (not letters or numbers), press **[✕]**.
4. Press **[−]** repeatedly to display “LISA”.
  - To stop the search, press **[STOP]**.
  - To dial the displayed number, press **[MONITOR]** (KX-FP141)/**[DIGITAL SP-PHONE]** (KX-FP145) or lift the handset.

---

### Speakerphone operation (KX-FP145 only)

- Use the speaker in a quiet room.
- Adjust the speaker volume using **[+]** or **[−]**.

## 3.3 Recording a telephone conversation (KX-FP145 only)

You can record a telephone conversation. This conversation can be played back later, either directly (page 39) or remotely (page 40).

- Keep the front cover page open for button locations.

- 1 During a telephone conversation, press **[RECORD]**.
  - “2WAY RECORDING” will be displayed.

- 2 To stop recording, press **[STOP]** or replace the handset.

### For Australian users:

- All persons using this device for recording telephone conversations shall comply with Australian law.

### For New Zealand users:

- All persons using this device for recording telephone conversations shall comply with New Zealand law. This requires that at least one party to the conversation is to be aware that it is being recorded. In addition, the Principles enumerated in the Privacy Act 1993 shall be complied with in respect to the nature of the personal information collected, the purpose for its collection, how it is used and what is disclosed to any other party.



## 3.4 Caller ID service

**This unit is compatible with the Caller ID service offered by your local telephone company. To use this feature, you must subscribe to a Caller ID service.**

### 3.4.1 How Caller ID is displayed

The calling party's telephone number or name will be displayed after the first ring. You then have the option of whether or not to answer the call.

The unit will automatically store caller information (name, telephone number and the time of the call) of the 30 most recent calls. Caller information is sorted by the most recent to the oldest call. When the 31st call is received, the first call is deleted. Caller information can be viewed on the display one item at a time (page 24). You can print the Caller ID list (page 67).

**Note:**

- If the unit is connected to a PBX (Private Branch Exchange) system, you may not receive the caller information. Consult your PBX supplier.
- If the unit cannot receive caller information, the following will be displayed:  
 "OUT OF AREA": The caller dialled from an area which does not provide Caller ID service.  
 "PRIVATE CALLER": The caller requested not to send caller information.

**Note for Australian users:**

- Although Telstra and Optus do not currently send caller name information, the caller's name will be displayed as stored in the directory, when a call from that caller is received.
- The area code will need to be stored with the 8-digit telephone number.

**Note for New Zealand users:**

- Although Telecom New Zealand and TelstraClear do not currently send caller name information, the caller's name will be displayed as stored in the directory, when a call from that caller is received.
- Your telephone service provider may charge you for a local call when it is dialled with an area code prefix. If the charge for local call is unacceptable, only the 7-digits of the local number should be dialled from your telephone. Do not dial the "0" prefix or the area code digit.

### To confirm caller information using the Caller ID list

The unit will store information for the most recent 30 callers.

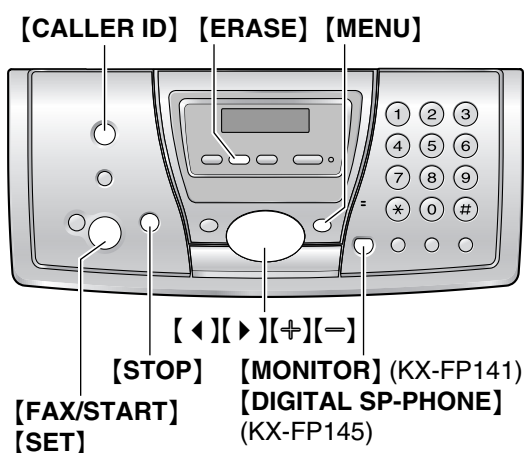
- To print manually, see page 67.
- To print automatically after every 30 new calls, activate feature #26 (page 48).

## 3.5 Viewing and calling back using caller information

You can easily view caller information and call back.

### Important:

- **Calling back will not be possible in the following cases:**
  - The telephone number includes data other than numbers (i.e., \* or #).
  - The caller information does not include a telephone number.



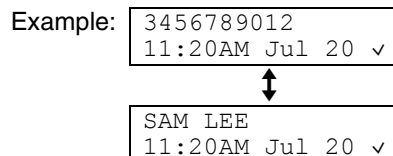
- 1 Press **[CALLER ID]**.
- 2 Press **[+]** to search from the most recent caller information.  
Press **[-]** to search from the oldest caller information.
- 3 Press **[MONITOR]** (KX-FP141)/**[DIGITAL SP-PHONE]** (KX-FP145) or lift the handset to call back the displayed party.
  - The unit will start dialling automatically.
  - To send a fax insert the document FACE DOWN and press **[FAX/START]**.

### Note:

- Telstra, Optus, Telecom New Zealand and TelstraClear do not currently send caller name information.

### To change the display of the caller information

Press **[CALLER ID]** repeatedly after step 2 on page 24.



- Check mark (✓) on the display means the call has already been viewed or answered.

### Display while viewing

- When the unit could not receive a name, the display will show "NO NAME RCVD".
- When no calls have been received, the display will show "NO CALLER DATA".

### To stop viewing

Press **[STOP]** after step 2 on page 24.

## 3.5.1 Editing a caller's telephone number before calling back

- 1 Press **[CALLER ID]**.
- 2 Press **[+]** or **[-]** repeatedly to display the desired item.
- 3 Press **[CALLER ID]** to display the telephone number.
- 4 To insert a number in front of the telephone number, press the desired dial key (0 to 9).
  - You can also initiate the editing mode by pressing **[\*]**.
- 5 Press **[MONITOR]** (KX-FP141)/**[DIGITAL SP-PHONE]** (KX-FP145) or lift the handset to call back the edited number.
  - The unit will start dialling automatically.
  - To send a fax, insert the document FACE DOWN and press **[FAX/START]**.

### Note:

- The edited telephone number will not be saved in the caller information. To save in the navigator directory, see page 25.

### To correct a mistake

1. Press **[<]** or **[>]** to move the cursor to the incorrect number.
2. Press **[STOP]** to delete the number.
3. Enter the correct number.

**To delete a number**

Press [◀] or [▶] to move the cursor to the number you want to delete and press [STOP].

**To insert a number**

1. Press [◀] or [▶] to move the cursor to the position to the right of where you want to insert the number.
2. Enter the number.

**3.5.2 Erasing all caller information**

- 1 Press [MENU] repeatedly to display "CALLER SETUP".
- 2 Press [SET].
- 3 Press [SET].
  - To cancel erasing, press [STOP] 3 times.
- 4 Press [SET].
- 5 Press [STOP].

**3.5.3 Erasing specific caller information**

- 1 Press [CALLER ID].
- 2 Press [+] or [-] repeatedly to display the desired item.
- 3 Press [◀].
  - To cancel erasing, press [STOP] 2 times.
- 4 Press [SET].
  - To erase other items, repeat step 2 to 4.
- 5 Press [STOP].

**Another method to erase a specific caller information (KX-FP145 only)**

1. Press [CALLER ID].
2. Press [+] or [-] repeatedly to display the desired item.
3. Press [ERASE].
  - To erase other items repeat step 2 to 3.
4. Press [STOP].

**Note:**

- Telstra, Optus, Telecom New Zealand and TelstraClear do not currently send caller name information.

**3.6 Storing caller information into the navigator directory**

- Keep the front cover page open for button locations.

**Important:**

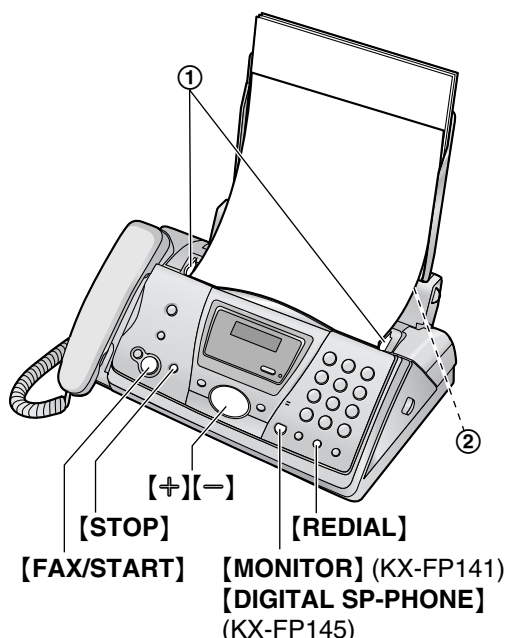
- This feature is not available in the following cases.
  - The telephone number includes data other than numbers (i.e., \* or #).
  - The caller information does not include a telephone number.

- 1 Press [CALLER ID].
- 2 Press [+] or [-] repeatedly to display the desired item.
- 3 Press [MENU].
- 4 Press [SET].
- 5 Press [SET].

**Note:**

- You can confirm the stored items in the telephone number list (page 67).
- The unit can only store a name of up to 10 characters long.
- To edit a name and number, see page 21.
- Telstra, Optus, Telecom New Zealand and TelstraClear do not currently send caller name information.

### 4.1 Sending a fax manually



- 1 Adjust the width of the document guides (①) to fit the actual size of the document.
- 2 Insert the document (up to 10 pages) FACE DOWN (②) until a single beep is heard and the unit grasps the document.
  - If the document guides are not adjusted to fit the document, re-adjust them.
- 3 If necessary, press **[+]** or **[-]** repeatedly to select the desired resolution.
- 4 Press **[MONITOR]** (KX-FP141)/**[DIGITAL SP-PHONE]** (KX-FP145) or lift the handset.
- 5 Dial the fax number.
- 6 **When a fax tone is heard:**  
Press **[FAX/START]**.

#### **When the other party answers your call:**

Ask them to press their start button. When the fax tone is heard, press **[FAX/START]**.

- If you pressed **[MONITOR]** in step 4, lift the handset before speaking.

#### **To select the resolution**

Select the desired resolution according to the type of document.

- “STANDARD”: For printed or typewritten originals with normal-sized characters.
- “FINE”: For originals with small printing.

- “SUPER FINE”: For originals with very small printing. This setting only works with other compatible fax machines.
- “PHOTO”: For originals containing photographs, shaded drawings, etc.
- Using the “FINE”, “SUPER FINE” and “PHOTO” settings will increase transmission time.
- If the resolution setting is changed during feeding, it will be effective from the next sheet.

#### **To redial the last number**

1. Press **[REDIAL]**.
2. Press **[FAX/START]**.
  - If the line is busy, the unit will automatically redial the number up to 2 times.
  - To cancel redialling, press **[STOP]**.

#### **To send more than 10 pages at a time**

Insert the first 10 pages of the document. Add the other pages (up to 10 at a time) before the last page feeds into the unit.

#### **Predialling a fax number**

You can dial the fax number first before inserting the document. This is convenient if you need to refer to the document for the other party's fax number.

1. Enter the fax number.
2. Insert the document.
3. Press **[FAX/START]**.

#### **Sending from memory (Quick scan feature)**

You can scan the document into memory before sending. To use this feature, activate feature #34 (page 48) beforehand.

1. Insert the document.
2. Enter the fax number.
3. Press **[FAX/START]**.
  - The document will be fed into the unit and scanned into memory. The unit will then transmit the data. If the document exceeds the memory capacity, sending will be cancelled and this feature will be turned OFF automatically. You must transmit the entire document manually.

#### **To stop transmission**

Press **[STOP]**.

### Sending report for confirmation

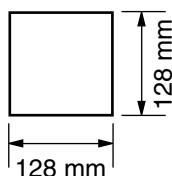
A sending report provides you with a printed record of transmission results. To use this feature, activate feature #04 (page 47). For an explanation of error messages, see page 55.

### Journal report

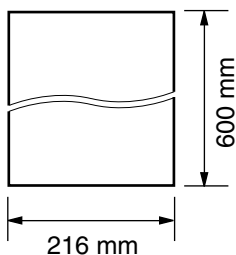
A journal report provides you with a printed record of the 30 most recent faxes. To print manually, see page 67. To print automatically after every 30 new fax communications, activate feature #22 (page 48). For an explanation of error messages, see page 55.

## 4.2 Documents you can send

### Minimum document size

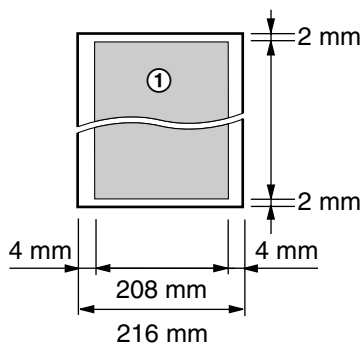


### Maximum document size



### Effective scanning area

- Shaded area (①) will be scanned.



### Document weight

- Single sheet: 45 g/m<sup>2</sup> to 90 g/m<sup>2</sup>

- Multiple sheets: 60 g/m<sup>2</sup> to 80 g/m<sup>2</sup>

### Note:

- Remove clips, staples or other fasteners.
- Do not send the following types of documents: (Use copies for fax transmission.)
  - Chemically treated paper such as carbon or carbonless duplicating paper
  - Electrostatically charged paper
  - Badly curled, creased or torn paper
  - Paper with a coated surface
  - Paper with a faint image
  - Paper with printing on the opposite side that can be seen through the other side, such as newsprint.
- Check that ink, paste or correction fluid has dried completely.
- To transmit a document with a width of less than 210 mm, we recommend using a copy machine to copy the original document onto A4 or letter-sized paper, then transmitting the copied document.

### 4.3 Sending a fax using the navigator directory

Before using this feature, program the desired names and telephone numbers into the navigator directory (page 21).

- Keep the front cover page open for button locations.
- 1 Adjust the width of the document guides to fit the actual size of the document.
  - 2 Insert the document (up to 10 pages) FACE DOWN until a single beep is heard and the unit grasps the document.
    - If the document guides are not adjusted to fit the document, re-adjust them.
  - 3 If necessary, press **[+]** or **[-]** repeatedly to select the desired resolution (page 26).
  - 4 Press **[▶]**.
  - 5 Press **[+]** or **[-]** repeatedly to display the desired item and press **[FAX/START]**.

---

#### Fax auto redial

If the line is busy or if there is no answer, the unit will automatically redial the number up to 2 times.

- To cancel redialling, press **[STOP]**.

---

#### If your unit does not send a fax

- Confirm that you have entered the number correctly, and that the number is a fax number.
- The connecting tone will be heard after dialling to tell you the status of the other party's machine (feature #76, page 51).

### 4.4 Broadcast transmission

By programming items from the navigator directory (page 21) into the broadcast memory, you can send the same document to multiple parties (up to 20). Your programmed items will remain in the broadcast memory, allowing frequent re-use. See page 29 for broadcast transmission instructions.

- Keep the front cover page open for button locations.

#### 4.4.1 Programming items into the broadcast memory

- 1 Press **[MENU]** repeatedly to display "DIRECTORY SET".
- 2 Press **[#]**.
  - The number in brackets indicates the number of registered items.
- 3 Press **[+]** or **[-]** repeatedly to display the desired item.
- 4 Press **[SET]**.
  - To program other items, repeat steps 3 and 4 (up to 20 items).
- 5 Press **[SET]**.

#### Note:

- If you program the wrong item, press **[STOP]** after step 4 to erase the item.
- Confirm the stored items by printing a broadcast programming list (page 67).

#### 4.4.2 Adding a new item into the broadcast memory

After initial programming, you can add new items (up to a combined total of 20).

- 1 Press **[▶]**.
- 2 Press **[+]** or **[-]** repeatedly to display "<BROADCAST>".
- 3 Press **[MENU]**.
- 4 Press **[\*]**.
- 5 Press **[+]** or **[-]** repeatedly to display the desired item you want to add.
- 6 Press **[SET]**.
  - To add other items, repeat steps 5 and 6 (up to 20 items).
- 7 Press **[STOP]**.

### 4.4.3 Erasing a stored item from the broadcast memory

- 1 Press [▶].
- 2 Press [⊕] or [⊖] repeatedly to display "<BROADCAST>".
- 3 Press [MENU].
- 4 Press [⏏].
- 5 Press [⊕] or [⊖] repeatedly to display the desired item you want to erase.
  - To cancel erasing, press [STOP].
- 6 Press [SET].
- 7 Press [SET].
  - To erase other items, repeat steps 5 to 7.
- 8 Press [STOP].

### 4.4.4 Sending the same document to pre-programmed parties

- 1 Insert the document FACE DOWN.
- 2 If necessary, press [⊕] or [⊖] repeatedly to select the desired resolution (page 26).
- 3 Press [BROADCAST].
  - The document will be fed into the unit and scanned into memory. The unit will then transmit the data to each item, calling each number sequentially.
  - After transmission, the stored document will be erased automatically, and the unit will automatically print a broadcast sending report.

**Note:**

- If you select "FINE", "SUPER FINE" or "PHOTO" resolution, the number of pages that the unit can transmit will decrease.
- If the document exceeds the memory capacity, sending will be cancelled.
- If a party is busy or does not answer, it will be skipped and redialled later up to 2 times.

### To send the same document to a one-time group of parties

You can also select a one-time group of parties to send the same document to. After transmission, this group will be deleted.

1. Insert the document.
2. Press [▶].
3. Press [⊕] or [⊖] repeatedly to display "<ONE TIME BROAD>".

4. Press [SET] to start programming the items you want to transmit to.
5. Press [⊕] or [⊖] repeatedly to display the desired item.
6. Press [SET].
  - To program other items, repeat steps 5 and 6 (up to 20 items).
7. Press [SET] to start transmission to the programmed items.

### To cancel broadcast transmission

1. Press [STOP] while the unit displays "BROADCASTING".
  - The display will show "SEND CANCELLED?".
2. Press [SET].

### 4.5 Selecting the way to use your fax machine

Depending on your situation, select the way you prefer to use your fax machine.

- Use as answering device and/or fax (KX-FP145 only)
- Use only as a fax
- Mostly phone calls
- With answering machine (KX-FP141 only)

#### 4.5.1 Use as answering device and/or fax (KX-FP145 only)

##### Your situation

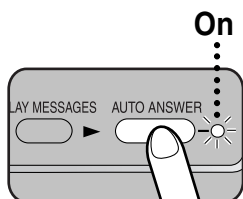
You want to receive all phone calls and faxes automatically.

##### How to setup

Set the fax machine to TAD/FAX mode (page 32) by pressing **[AUTO ANSWER]** repeatedly.

##### Note:

- Set feature #77 (page 51) to “TAD/FAX” beforehand.



##### How to receive calls

If the call is a phone call, the fax machine will record voice message automatically.

If a fax calling tone is detected, the fax machine will receive a fax automatically.

#### 4.5.2 Use only as a fax

##### Your situation

You have a separate telephone line just for faxes.

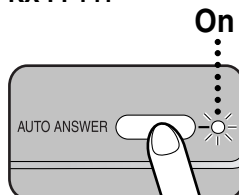
##### How to setup

Set the fax machine to FAX ONLY mode (page 32) by pressing **[AUTO ANSWER]** repeatedly.

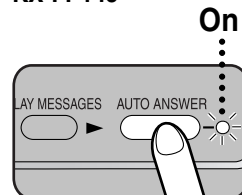
##### Note:

- Set feature #77 (page 51) to “FAX ONLY” beforehand (KX-FP145 only).

KX-FP141



KX-FP145



##### How to receive calls

All incoming calls will be answered as faxes.

#### 4.5.3 Mostly phone calls

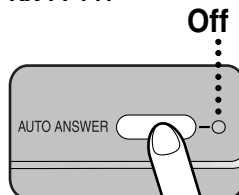
##### Your situation

You plan to answer the calls yourself.

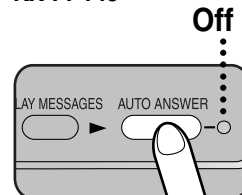
##### How to setup

Set the fax machine to TEL mode (page 31) by pressing **[AUTO ANSWER]** repeatedly.

KX-FP141



KX-FP145



##### How to receive calls

You have to answer all calls manually.

To receive a fax document, press **[FAX/START]** for each fax receiving.

#### 4.5.4 With answering machine (KX-FP141 only)

##### Your situation

You want to use the fax machine with an answering machine.

##### How to setup

Connect an external telephone answering machine and set the ring count of the answering machine to less than 4.

- Set the ring count in FAX ONLY mode of the fax machine to more than 4, if you use with auto answer ON.

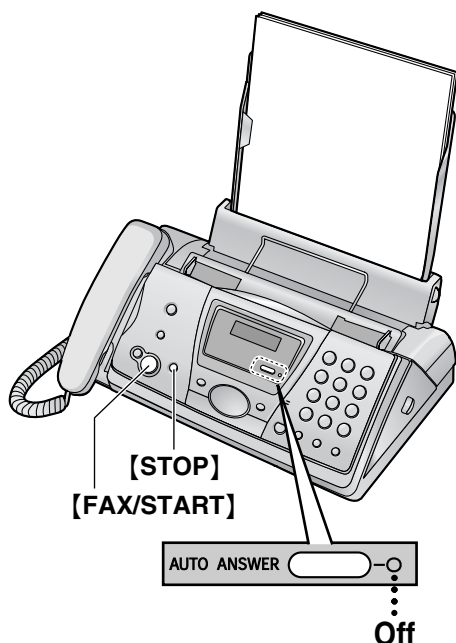
##### How to receive calls

If the call is a phone call, the answering machine will record voice messages.

If a fax calling tone is detected, the fax machine will receive a fax automatically.



## 4.6 Receiving a fax manually – [AUTO ANSWER] OFF



### 4.6.1 Activating TEL mode

Set the fax machine to TEL mode by pressing [AUTO ANSWER] repeatedly to display the following.

TEL MODE

- The [AUTO ANSWER] indicator turns OFF.

#### How to receive calls

- 1 Lift the handset to answer the call.
- 2 When:
  - document reception is required,
  - a fax calling tone (slow beep) is heard, or
  - no sound is heard,
 press [FAX/START].

CONNECTING.....

- The unit will start fax reception.

- 3 Replace the handset.

#### To stop receiving

Press [STOP].

#### Extension telephone

You can receive fax documents using an extension telephone.

1. When the extension telephone rings, lift the handset of the extension telephone.
2. When:
  - document reception is required,
  - a fax calling tone (slow beep) is heard, or
  - no sound is heard,
 press [\*][#][9] (pre-selected fax activation code) **firmly**.
3. Replace the handset.
  - The fax machine will start reception.

#### Note:

- To receive fax documents using the extension telephone, you must set the remote fax activation to ON (feature #41, page 49) beforehand. The default setting is "ON".

#### Turning the AUTO ANSWER mode ON remotely

##### For KX-FP141:

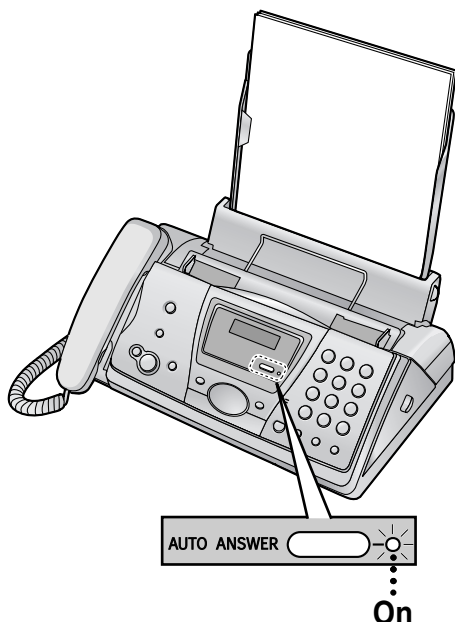
When you are not in, and the AUTO ANSWER mode of your unit is set to off (TEL mode), you can turn the AUTO ANSWER mode (FAX ONLY) on from a remote location using a touch tone telephone.

1. Call your unit and wait for 10 rings.
  - A beep will sound.
2. Press [\*] **within 8 seconds**.
3. Hang up the handset.

##### For KX-FP145:

To set to TAD/FAX or FAX ONLY mode from TEL mode, see page 41.

## 4.7 Receiving a fax automatically – [AUTO ANSWER] ON



### 4.7.1 Activating FAX ONLY mode

For KX-FP141

Set the fax machine to FAX ONLY mode by pressing **[AUTO ANSWER]** repeatedly to display the following.

FAX ONLY MODE

- The **[AUTO ANSWER]** indicator turns ON.

For KX-FP145

- 1 Set feature #77 to "FAX ONLY" (page 51) beforehand.
- 2 Press **[AUTO ANSWER]** repeatedly to display the following.

FAX ONLY MODE

- The **[AUTO ANSWER]** indicator turns ON.

#### How to receive calls

When receiving calls, the unit will automatically answer all calls and only receive fax documents.

#### Note:

- The number of rings before a call is answered in FAX ONLY mode can be changed (feature #06 on page 47).

### 4.7.2 Activating TAD/FAX mode (KX-FP145 only)

- 1 Set feature #77 to "TAD/FAX" (page 51) beforehand.
- 2 Press **[AUTO ANSWER]** repeatedly to display the following.

TAD/FAX MODE

- The **[AUTO ANSWER]** indicator turns ON.
- The unit will play the pre-recorded greeting message.
- The remaining time for recording incoming messages will be displayed.

#### Note:

- The maximum incoming message recording time can be changed (feature #10, page 47).
- While an incoming call is being recorded, you can monitor it through the speaker. If this feature is not required, set feature #67 to OFF (page 50).

#### How to receive calls

When receiving calls, the unit works as a fax and/or answering device.

- If the call is a phone call, the unit will record a voice message automatically.
- If a fax calling tone is detected, the unit will receive a fax automatically.

#### Receiving a voice message and fax document in one call

The caller can leave a voice message and send a fax document during the same call. Inform the caller of the following procedure beforehand.

1. The caller calls your unit.
  - The answering device will answer the call.
2. The caller can leave a message after the greeting message.
3. The caller presses **[\*][9]**.
  - The unit will activate the fax function.
4. The caller presses the start button to send a document.

#### Ring setting in TAD/FAX mode

You can choose from "2", "3", "4", "5", "6", "7", "8", "9", "TOLL SAVER" and "RINGER OFF". This setting can be changed by feature #06, page 47.

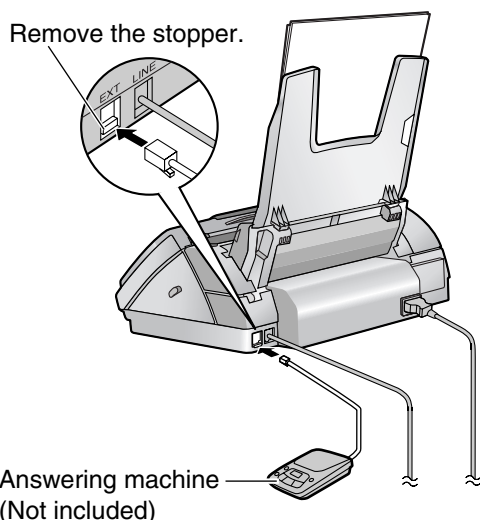
- "TOLL SAVER": When you call the unit from a remote location, the number of rings will tell you if there are any new voice messages. If the unit answers on the 2nd ring, there is at least one new recorded message. If the unit answers on the 4th ring, there are no new

recorded messages. To save the toll charges for the call, hang up immediately when you hear the 3rd ring. The 3rd ring indicates that there are no new recorded messages.

- “RINGER OFF”: The unit will answer without ringing.

## 4.8 Using the unit with an answering machine (KX-FP141 only)

- 1 Connect the answering machine.



- 2 Set the number of rings on the answering machine to less than 4.
  - This will allow the answering machine to answer the call first.
- 3 Record a greeting message on the answering machine.
  - We recommend you record a message up to 10 seconds long, and not to pause for more than 4 seconds during the message. Otherwise, both machines will not function correctly.
- 4 Activate the answering machine.
- 5 Set the fax machine to the desired receiving mode (page 31, 32).
  - If you set to FAX ONLY mode, **change the ring setting in FAX ONLY mode to more than 4 (feature #06 on page 47).**
- 6 Check all or part of the followings are not the same:
  - the remote access code of the answering machine

- the fax activation code (feature #41 on page 49)

### Note:

- If the call is a phone call, the answering machine will record voice messages. If a fax calling tone is detected, the fax machine will receive a fax automatically.

### Receiving a voice message and fax document in one call

The caller can leave a voice message and send a fax document during the same call. Inform the caller of the following procedure beforehand.

1. The caller calls your unit.
  - The answering device will answer the call.
2. The caller can leave a message after the greeting message.
3. The caller presses **[\*][#][9]** (pre-selected fax activation code).
  - The unit will activate the fax function.
4. The caller presses the start button to send a document.

### Note:

- The fax activation code can be changed in feature #41 (page 49).

## 4.9 Receive polling (retrieving a fax placed on another fax machine)

This feature allows you to retrieve a document from another compatible machine. Therefore you pay for the call.

Make sure that no documents are fed into your unit and that the other party's machine is ready for your call.

- Keep the front cover page open for button locations.

- 1 Press **[MENU]** repeatedly to display “POLLING”.
- 2 Press **[SET]**.
- 3 Dial the fax number.
- 4 Press **[SET]**.
  - The unit will start reception.

### 4.10 Junk fax prohibitor (preventing fax reception from undesired callers)

If you subscribe to caller ID service, this feature prevents fax reception from calls that do not show caller information.

Additionally, faxes originating from numbers that match a programmable junk fax prohibitor list will not be accepted by the fax machine (page 34).

- Keep the front cover page open for button locations.

#### Important:

- **This feature does not work when:**
  - the unit is set to the TEL mode, or
  - manual reception is performed.

#### 4.10.1 Activating the junk fax prohibitor

- 1 Press **[MENU]** repeatedly to display “JUNK FAX PROH.”.
- 2 Press **[▶]**.
- 3 Press **[+]** or **[–]** repeatedly to select “ON”.
- 4 Press **[SET]**.
- 5 Press **[STOP]**.
  - While the junk fax prohibitor is activated, “JUNK FAX ON” is displayed.

#### 4.10.2 Programming undesired callers

You can register up to 10 undesired numbers from the Caller ID list (page 23) if you do not wish to receive faxes from them.

- 1 Press **[MENU]** repeatedly to display “JUNK FAX PROH.”.
- 2 Press **[▶]** repeatedly to display “JUNK LIST SET”.
- 3 Press **[SET]**.
- 4 Press **[+]** or **[–]** repeatedly to display the item you wish to prevent the fax reception from.
- 5 Press **[SET]**.
  - To program other items, repeat steps 4 to 5.
- 6 Press **[STOP]** to exit the program.

#### Note:

- If there is no space to store new items, “LIST FULL” is displayed in step 3 or step 5. Erase unnecessary items.

---

#### To display the junk fax prohibitor list

1. Press **[MENU]** repeatedly to display “JUNK FAX PROH.”.
2. Press **[▶]** repeatedly to display “JUNK LIST DISP.”.
3. Press **[SET]**.
4. Press **[+]** or **[–]** repeatedly to display the item.
5. To stop viewing, press **[STOP]**.
6. To exit the list, press **[STOP]**.

---

#### To print the junk fax prohibitor list

1. Press **[MENU]** repeatedly to display “JUNK FAX PROH.”.
2. Press **[▶]** repeatedly to display “JUNK LIST PRINT”.
3. Press **[SET]**.
4. Press **[STOP]** to exit the list.

---

#### To erase an item from the junk fax prohibitor list

1. Press **[MENU]** repeatedly to display “JUNK FAX PROH.”.
2. Press **[▶]** repeatedly to display “JUNK LIST DISP.”.
3. Press **[SET]**.
4. Press **[+]** or **[–]** repeatedly to display the desired item.
5. Press **[◀]**.
  - To cancel erasing, press **[STOP]**, then press **[MENU]**.
6. Press **[SET]**.
  - The item is erased.
7. Press **[MENU]** to exit the list.

## 5.1 Using with the ring detection feature

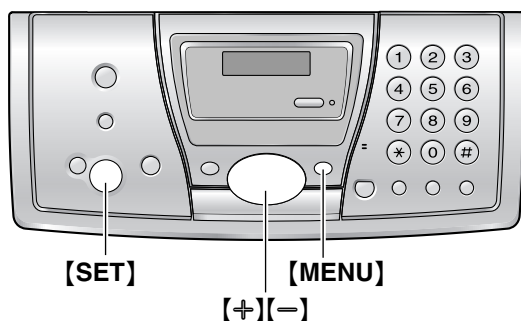
This feature is only for use if you subscribe to a Distinctive Ring pattern service from your telephone company. For more information on the availability of this service in your area, please contact your telephone company before setting this feature on your unit.

In Australia, this service is called “Fax Stream Duet”.

In New Zealand, this service is called “FaxAbility”.

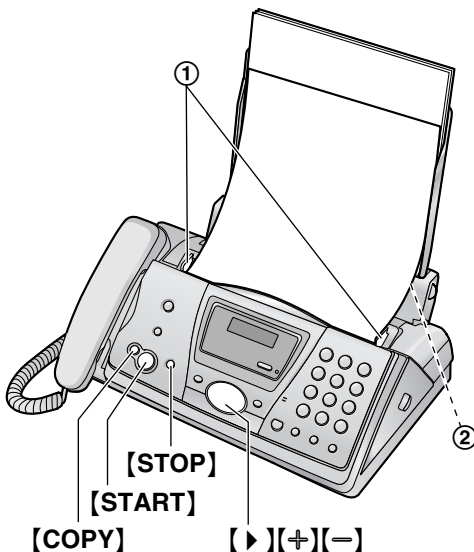
The Distinctive Ring service gives you an additional phone number on a single telephone line, with a different ringing pattern.

When you wish to use the additional phone number as a facsimile telephone number, set the ring pattern detection feature to ON. When the unit detects a call matching the Distinctive Ring pattern, it will receive a fax automatically.



- 1 Press [MENU].
- 2 Press [⏏], then [3][1].
- 3 Press [+] or [-] to select “ON”.
  - If this feature is not required, select “OFF”.
- 4 Press [SET].
- 5 Press [MENU].

### 6.1 Making a copy



- 1 Adjust the width of the document guides (①) to fit the actual size of the document.
- 2 Insert the document (up to 10 pages) FACE DOWN (②) until a single beep is heard and the unit grasps the document.
  - If the document guides are not adjusted to fit the document, re-adjust them.
- 3 If necessary, press [ ] or [ ] repeatedly to select the desired resolution.
- 4 Press [COPY].
  - If necessary, enter the number of copies (up to 30).
- 5 Press [START], or wait for 15 seconds.
  - The unit will start copying.

#### Note:

- Any transmittable document can be copied (page 27).

#### To select the resolution

Select the desired resolution according to the type of document.

- “FINE”: For printed or typewritten originals with small printing.
- “SUPER FINE”: For originals with very small printing.
- “PHOTO”: For originals containing photographs, shaded drawings, etc.
- If you select “STANDARD”, copying will be done using “FINE” mode.

#### Quick scan feature

This feature is helpful when you want to copy the document, then remove it for other uses. To use this feature, activate feature #34 (page 48) beforehand.

- The document will be fed into the unit and scanned into memory. The unit will then print the data.
- If the document exceeds the memory capacity, copying of the exceeded document will be cancelled and this feature will be turned OFF automatically.

#### To stop copying

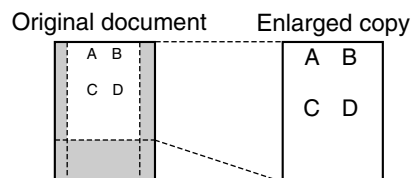
Press [STOP].

### 6.1.1 More copying features

#### To enlarge a document

1. Insert the document, then press [COPY].
2. Press [ ].
3. Press [ ] repeatedly to select “150%” or “200%”, then press [START].
  - The unit will only enlarge the centre of the upper part of the document. To make an enlarged copy of the bottom of the document, turn the document around, and then make a copy.

#### Example: 150% enlarged copy



#### To reduce a document

1. Insert the document, then press [COPY].
2. Press [ ].
3. Press [ ] repeatedly to select “92%”, “86%” or “72%”, then press [START].

Setting	Recording paper size	Original document size
100% (default)	A4	A4, Letter
92%	A4	A4
86%	A4	A4
72%	A4	Legal

A4 = 210 mm × 297 mm

Legal = 216 mm × 356 mm

Letter = 216 mm × 279 mm

**Note:**

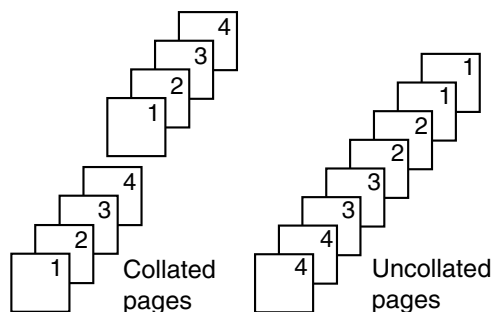
- If the appropriate reduction rate is not selected, the document may be divided and the top of the second sheet will be deleted.
- If the image at the bottom of the document is not copied when you copy a document that is the same length as the recording paper, try 92% or 86%.

**To collate multiple copies**

The unit can collate multiple copies in the same order as the original document pages.

1. Insert the document, then press **[COPY]**.
2. Enter the number of copies (up to 30).
3. Press **[▶]** 2 times to display "COLLATE OFF".
4. Press **[+]** or **[-]** repeatedly to display "COLLATE ON".
5. Press **[START]**.

**Example: Making 2 copies of a 4-page original document**

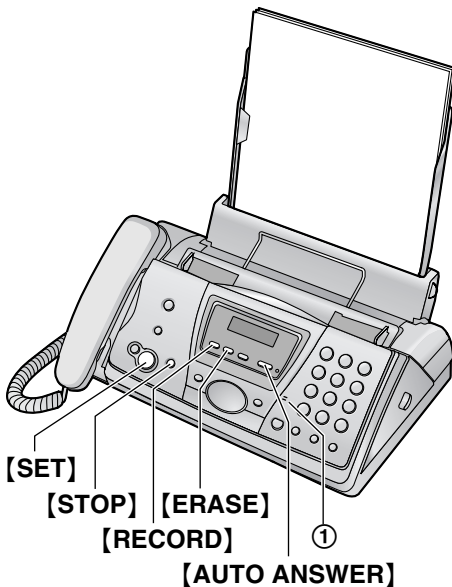


**Note:**

- The unit will store the documents into memory while collating the copies. If memory becomes full while storing, the unit will only print out the stored pages.
- After copying, the collating feature will turn OFF automatically.
- If the unit has run out of recording paper, the unit will scan the document but will not print, and also the data will not be stored in the memory. Re-install paper, press **[START]**, then try copying again.

### 7.1 Recording your greeting message

You can record your own greeting message for TAD/FAX mode, for a maximum of 16 (default) or 60 seconds in length. We recommend you record a message of less than 12 seconds to make it easier to receive faxes.



- 1 Set feature #77 to "TAD/FAX" (page 51) beforehand.
- 2 Press **[RECORD]** 2 times.
- 3 Press **[SET]**.
  - A long beep will sound.
- 4 Speak clearly about 20 cm away from the microphone (①).
  - The display will show the remaining recording time.
- 5 When finished recording, press **[STOP]**.
  - The unit will repeat your message.

**Note:**

- You can choose 60 seconds for your TAD/FAX greeting message (feature #54, page 50).
  - If you change the maximum greeting message time to 60 seconds, we recommend that you tell the caller in your TAD/FAX greeting message to press **[\*][9]** before starting fax transmission.
  - If you change the maximum greeting message time from 60 seconds to 16 seconds, your greeting message will be

deleted. When a call is received, the pre-recorded greeting message will be played.

#### Checking the greeting message

1. Set feature #77 to "TAD/FAX" (page 51) beforehand.
2. Press **[AUTO ANSWER]** repeatedly to display "TAD/FAX MODE".
  - The unit will play the greeting message.

#### 7.1.1 Erasing your recorded greeting message

- 1 Set feature #77 to "TAD/FAX" (page 51) beforehand.
- 2 Press **[ERASE]** 2 times.
- 3 Press **[SET]**.
  - To cancel erasing, press **[STOP]**.
- 4 Press **[SET]**.

**Note:**

- If you erase your TAD/FAX greeting message, the pre-recorded greeting message will be played when a call is received.

### 7.2 Leaving a message for others or yourself

To leave a private message for yourself or someone else, you can record a voice memo. This memo can be played back later, either directly or remotely.

- Keep the front cover page open for button locations.
- 1 Press **[RECORD]**.
  - 2 Press **[SET]**.
    - A long beep will sound.
  - 3 Speak clearly about 20 cm away from the microphone.
  - 4 When finished recording, press **[STOP]**.



## 7.3 Listening to recorded messages

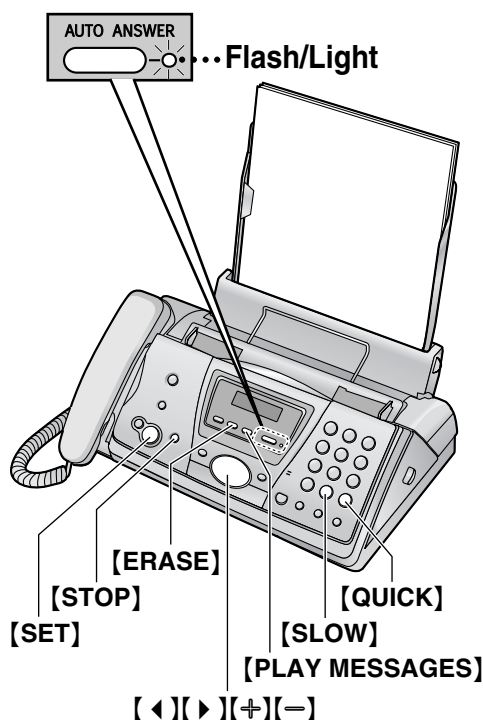
The display will show the total number of recorded messages.

When the unit has recorded new voice messages:

- The **[AUTO ANSWER]** indicator will flash when AUTO ANSWER is turned ON.
- The total number of recorded messages will flash on the display.

Example: 

- The unit will beep slowly if the message alert feature is activated (feature #42, page 49).



Press **[PLAY MESSAGES]**.

- Only the new recorded messages will be played.
- Adjust the speaker volume using **[+]** or **[-]**.
- After playing back all of the new messages, the **[AUTO ANSWER]** indicator will stop flashing but will remain lit up when AUTO ANSWER is turned ON. If you press **[PLAY MESSAGES]** at this time, all the recorded messages will be played.

### Note:

- The total recording time of all messages (greeting, incoming and memo) is **about 18 minutes**. If messages are recorded in noisy rooms, the time may be shortened.

### To repeat a message

Press **[ < ]** while listening to the message.

- If you press **[ < ]** within 5 seconds of the beginning of the message, the previous message will be played.
- To play back a specific message, press **[ < ]** or **[ > ]** and search for the message you want to listen to.

### To skip a message

Press **[ > ]** to play the next message.

### To stop playback temporarily

Press **[STOP]**.

- If you press **[PLAY MESSAGES]** within 1 minute, the unit will resume playing the rest of the messages.

### Voice time/day stamp

During playback, a synthesised voice will announce the day of the week and time that each message was recorded.

### To change the playback speed

Press **[QUICK]** to play messages at one and a half times the original speed. Press **[SLOW]** to play messages at half the original speed.

- To return to the original speed, press either **[QUICK]** or **[SLOW]** again during quick or slow playback.

## 7.3.1 Erasing recorded messages

### To erase a specific message

Press **[ERASE]** while listening to the message you want to erase.

### To erase all the messages

- 1 Press **[ERASE]**.
- 2 Press **[SET]**.
  - To cancel erasing, press **[STOP]**.
- 3 Press **[SET]** again.

### Helpful hints:

- Messages recorded in the voice mailbox will not be erased.

### 7.4 Operating from a remote location

You can call your unit from a remote location and access the answering device.

**Important:**

- Program the remote operation ID beforehand (feature #11, page 47).
- Set the unit to TAD/FAX mode before going out (page 32).
- Use a touch tone telephone for remote operations.

**Helpful hints:**

- When you press a key, press firmly.
- Please make a copy of the following table, and carry it with you when you go out.

Answering device remote operation			
<ol style="list-style-type: none"> <li>1. Call your unit.</li> <li>2. Enter the remote operation ID during the TAD/FAX greeting message.</li> <li>3. Enter the remote command key within 10 seconds. <ul style="list-style-type: none"> <li>• To record a message in a mailbox, call your unit, press <b>[*]</b> and the mailbox no. (1 or 2), then leave a message.</li> <li>• To retrieve messages from a mailbox, call your unit, press <b>[*]</b> and the mailbox no. (1 or 2), enter the mailbox password, then press the remote command key.</li> </ul> </li> </ol>		<b>[2]</b>	Skips a message
		<b>[4]</b>	New message playback
		<b>[5]</b>	All message playback
		<b>[6]</b>	Room monitor
		<b>[7]</b>	Re-records the greeting message
		<b>[9]</b>	Stops re-recording of the greeting message
		<b>[*][4]</b>	Erases a specific message
		<b>[*][5]</b>	Erases all messages
		<b>[8][0]</b>	Changes to TEL mode
		<b>[8][1]</b>	Turns ON message transfer
<b>Key</b>	<b>Remote command</b>	<b>[8][2]</b>	Turns OFF message transfer
<b>[0]</b>	Skips the greeting message	<b>[8][3]</b>	Turns ON pager call
<b>[1]</b>	Repeats a message	<b>[8][4]</b>	Turns OFF pager call

#### 7.4.1 Listening to recorded messages

- 1 Call your unit.
- 2 Enter the remote operation ID during the TAD/FAX greeting message.
- 3 Start remote operations.

**When there are new recorded messages**

1. A long beep will sound.
2. Short beep(s) will sound up to 8 times.
  - This indicates the number of new messages.
3. New messages will be played back.

**When there are no new messages**

1. A long beep will sound (short beep will not sound).
2. Wait for 4 seconds or press **[5]**.

3. All the recorded messages will be played back.

**When voice memory is full**

6 beeps will sound after playing back the messages. Erase unnecessary messages.

#### 7.4.2 Remote operations using the remote command key

**[1]:** repeats a message. If you press this key within 5 seconds of the beginning of a message, the previous message will be played.

**[2]:** skips a message.

**[4]:** plays back only the new messages.

**[5]:** plays back all the messages.

**Note:**

- If you do not enter a remote command key within 10 seconds after the last operation, the

unit will ask you to leave a marker message (page 41).

### 7.4.3 Other remote operations

---

#### Erasing a specific message

Press **[\*][4]** while listening to the message you want to erase.

- A long beep and 3 short beeps will sound. The unit will then play back the next message.

---

#### Erasing all the messages

Press **[\*][5]** to erase all the messages.

- A long beep and 3 short beeps will sound.

---

#### Monitoring the room (Australian users only)

Press **[6]** to monitor the sound for about 30 seconds in the room where the unit is installed.

- After 30 seconds, a beep will sound. To continue monitoring, press **[6]** again within 10 seconds.

---

#### Recording a marker message

After playing back the messages, you can leave an additional message.

1. Wait for 3 beeps indicating the end of the remote operation.
2. Hear 1 beep.
3. Wait about 10 seconds.
4. Hear the voice guide or hear 1 beep.
5. Leave a message.

---

#### Re-recording your greeting message

You can change the TAD/FAX greeting message.

1. Press **[7]** to start recording.
  - A long beep will sound.
2. Speak clearly for up to 16 seconds.
  - If you pause for over 2 seconds, 6 beeps will sound and the recording will stop. Repeat from step 1 within 10 seconds.
3. When finished recording, press **[9]**.
  - The new greeting message will be played.

---

#### Skipping the greeting message

Press **[0]** during the greeting message playback.

- The unit will skip the rest of the greeting message.

---

#### Turning message transfer ON or OFF

You must program a transfer telephone number beforehand (feature #60, page 50).

Press **[8][1]** to turn ON the message transfer.

Press **[8][2]** to turn OFF the message transfer.

- If a transfer telephone number is not programmed, you cannot turn this feature ON. 6 beeps will sound.

---

#### Turning pager call ON or OFF

You must program a pager number beforehand (feature #70, page 51).

Press **[8][3]** to turn ON the pager call.

Press **[8][4]** to turn OFF the pager call.

- If a pager number is not programmed, you cannot turn this feature ON. 6 beeps will sound.

---

#### Changing the receive mode

Press **[8][0]** to change the receive mode from TAD/FAX to TEL.

- You cannot return to TAD/FAX mode in the same call. To return to TAD/FAX mode, see the following.

---

#### Setting to TAD/FAX or FAX ONLY mode from TEL mode

1. Call your unit and wait for 10 rings.
  - A beep will sound.
2. Enter the remote operation ID (feature #11, page 47) **within 8 seconds**.
  - A beep will sound.
3. **To switch to TAD/FAX mode:**

Wait for 3 seconds, then the greeting message will be played.

#### **To switch to FAX ONLY mode:**

Press **[\*]** within 3 seconds.

4. Hang up the handset.

### 7.5 Allowing callers to leave private messages

This unit has two private mailboxes. A caller can leave a private message in a specific mailbox. Only the person who knows the password can retrieve a message from a mailbox. This feature is useful when you share this unit with other people.

#### 7.5.1 To use a mailbox

- 1 Record your TAD/FAX greeting message (page 38).  
**Sample message:** *"This is (your name). We are unable to answer right now. To send a fax, start transmission. To leave a message, speak after the beep. To leave a private message, press [\*] and the desired mailbox number [1] or [2]. Thank you."*
- 2 Record your mailbox greeting message if necessary (page 42).
- 3 Change the mailbox password if necessary.
  - For mailbox 1 password, see feature #51 (page 49).
  - For mailbox 2 password, see feature #52 (page 50).
- 4 Set the unit to TAD/FAX mode (page 32).

#### 7.5.2 Leaving messages in a mailbox

- 1 Call your unit from a remote touch tone telephone.
  - The TAD/FAX greeting message will be played.
- 2 Press [\*] and the desired mailbox number ([1] or [2]).
  - A mailbox greeting message will be played.
- 3 After the beep, leave a message.

**Note:**

- If the caller does not enter a mailbox number in step 2, the message will be recorded in the common memory.

### 7.6 Recording your mailbox greeting messages

The recording time of each greeting is limited to 16 seconds for each mailbox.

**Sample message:** *"This is (personal name). Please leave your name and message after the beep."*

- Keep the front cover page open for button locations.

- 1 Press [MENU].
- 2 **For mailbox 1:**  
Press [⇐], then [5][5].  
**For mailbox 2:**  
Press [⇐], then [5][6].
- 3 Press [➕] or [➖] repeatedly to select "RECORD".
- 4 Press [SET].
- 5 Speak clearly about 20 cm away from the microphone.
  - The display will show the remaining recording time.
- 6 When finished recording, press [STOP].
  - The unit will repeat your message.
- 7 Press [MENU].

---

#### To check the mailbox greeting message

1. **For mailbox 1:**  
Press [MENU], then [⇐][5][5].  
**For mailbox 2:**  
Press [MENU], then [⇐][5][6].
2. Press [➕] or [➖] repeatedly to select "CHECK".
3. Press [SET].
  - The unit will play the message.
4. Press [MENU].

---

#### To erase your mailbox greeting message

1. **For mailbox 1:**  
Press [MENU], then [⇐][5][5].  
**For mailbox 2:**  
Press [MENU], then [⇐][5][6].
2. Press [➕] or [➖] repeatedly to select "ERASE".
3. Press [SET].

- Your mailbox greeting message will be erased.

4. Press **[MENU]**.

### 7.7 Listening to recorded mailbox messages

- Keep the front cover page open for button locations.

1 Press **[▶]** 2 times.

2 Press **[+]** or **[-]** repeatedly to display the desired mailbox number.

3 Press **[PLAY MESSAGES]**.

If you have programmed your mailbox password, enter it.

- Only the new recorded messages will be played.
- If there are no new messages, the unit will play back all the recorded messages.

4 Press **[STOP]** to end the operation.

#### Note:

- See the following topics on page 39 for details on features that can be used during playback.
  - To repeat a message
  - To skip a message
  - To stop playback temporarily
  - To change the playback speed
  - To erase a specific message

---

#### To record a memo message into a mailbox

1. Press **[▶]** 2 times.

2. Press **[+]** or **[-]** repeatedly to display the desired mailbox number.

3. Press **[RECORD]**.

- A long beep will sound.

4. Speak clearly about 20 cm away from the microphone.

5. When finished recording, press **[STOP]**.

---

#### To erase all messages in a mailbox

1. Press **[▶]** 2 times.

2. Press **[+]** or **[-]** repeatedly to display the desired mailbox number.

3. Press **[ERASE]**.

- To cancel erasing, press **[STOP]**.

4. Press **[SET]**.

### 7.8 Listening to recorded mailbox messages from a remote location

- 1 Call your unit from a remote touch tone telephone.
- 2 Press **[\*]** and the desired mailbox number (**[1]** or **[2]**) during TAD/FAX greeting playback.
  - If you have recorded your mailbox greeting message, it will be played.
- 3 Enter the mailbox password (default setting "555").

**Note:**

- For details on remote operation, see page 40. Remote commands **[8][1]**, **[8][2]**, **[8][3]**, and **[8][4]** cannot be used.

---

#### To listen to messages in another memory after playback

Press **[\*]** and **[0]** (for the common memory), then enter the remote operation ID.

OR

Press **[\*]** and the desired mailbox number (**[1]** or **[2]**), then enter the mailbox password.

### 7.9 Transferring recorded messages to another telephone

This feature allows your unit to call a designated telephone number each time an incoming voice message is recorded. You can retrieve the transferred message via remote operation.

- Keep the front cover page open for button locations.

**Important:**

- **To use this feature, program the transfer telephone number first (feature #60, page 50) and set the unit to TAD/FAX mode.**
- **You must set the voice guidance feature to ON (feature #47 on page 49) or record your own transfer greeting message beforehand.**

#### 7.9.1 How this feature works

- 1 An incoming voice message is recorded in your unit.
- 2 Your unit calls the transfer telephone number.
- 3 You answer the call with the transfer telephone.
- 4 Your unit will play the pre-recorded transfer greeting message.
  - You can record a transfer greeting message.
- 5 You enter the remote operation ID, and retrieve the message using remote operation (page 40).

**Helpful hints:**

- Messages recorded in the voice mailbox will not be transferred.

#### 7.9.2 Recording your transfer greeting message

The recording time is limited to 16 seconds.

**Sample message:** *"This is a transferred message from (your name, business and/or telephone number). Please enter your remote ID for remote operation."*

- 1 Press **[MENU]**.
- 2 Press **[⇄]**, then **[6][1]**.
- 3 Press **[+]** or **[−]** repeatedly to select "RECORD".

- 4 Press **[SET]**.
- 5 Speak clearly about 20 cm away from the microphone.
  - The display will show the remaining recording time.
- 6 When finished recording, press **[STOP]**.
  - The unit will repeat your message.
- 7 Press **[MENU]**.
7. Check that your pager received the pager test call.
8. Press **[DIGITAL SP-PHONE]**.

---

**To check the transfer greeting message**

1. Press **[MENU]**, **[⇐][6][1]**.
2. Press **[+]** or **[−]** repeatedly to select “CHECK”.
3. Press **[SET]**.
  - The unit will play the message.
4. Press **[MENU]**.

---

**To erase your transfer greeting message**

1. Press **[MENU]**, **[⇐][6][1]**.
2. Press **[+]** or **[−]** repeatedly to select “ERASE”.
3. Press **[SET]**.
4. Press **[MENU]**.

**Note:**

- When transferring a call, the pre-recorded transfer greeting message will be played.
- If the voice guidance feature is set to OFF (feature #47 on page 49) and you have erased your own transfer greeting message, the message transfer feature will be cancelled.

---

**Pager call**

This feature allows your unit to call your pager when your unit receives an incoming voice message.

1. Press **[MENU]**.
2. Press **[⇐]**, then **[7][0]**.
3. Press **[+]** or **[−]** repeatedly to select “ON”.
4. Press **[SET]**.
5. Enter your pager number and/or pauses (up to 46 digits).

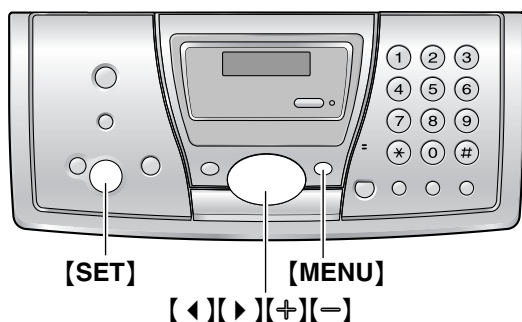
**Example:**

**1 202 555 1234PP12345678**

- **1 202 555 1234**: Your pager number
- **PP**: Pauses
- **12345678**: Your pager access code, if required.

6. Press **[SET]**.
  - The unit will dial the stored number.

### 8.1 Programming



#### 8.1.1 Programming basic features

- 1 Press **[MENU]**.
- 2 Select the feature you wish to program. Press **[◀]** or **[▶]** repeatedly to display the desired feature.
  - The current setting of the feature will be displayed.
- 3 Press **[+]** or **[-]** repeatedly to display the desired setting.
  - This step may be slightly different depending on the feature.
- 4 Press **[SET]**.
  - The setting you selected is set, and the next feature will be displayed.
- 5 To exit programming, press **[MENU]**.

#### 8.1.2 Programming advanced features

- 1 Press **[MENU]**.
- 2 Press **[◀]** or **[▶]** repeatedly to display "ADVANCE SETTINGS".
- 3 Press **[SET]**.
- 4 Select the feature you wish to program. Press **[◀]** or **[▶]** repeatedly to display the desired feature.
  - The current setting of the feature will be displayed.
- 5 Press **[+]** or **[-]** repeatedly to display the desired setting.
  - This step may be slightly different depending on the feature.
- 6 Press **[SET]**.

- The setting you selected is set, and the next feature will be displayed.

- 7 To exit programming, press **[MENU]**.

#### Programming by entering the program code number directly

You can select a feature by directly entering the program code (# and a 2-digit number) instead of using **[◀]** or **[▶]**.

1. Press **[MENU]**.
2. Press **[#]** and the 2-digit code number (page 47 to page 51).
3. Press **[+]** or **[-]** repeatedly to display the desired setting.
  - This step may be slightly different depending on the feature.
4. Press **[SET]**.
5. To exit programming, press **[MENU]**.

#### To cancel programming

Press **[MENU]** to exit the program.



## 8.2 Basic features

### Code #01: Setting the date and time

SET DATE & TIME  
PRESS SET

See page 18 for details.

### Code #02: Setting your logo

YOUR LOGO  
PRESS SET

See page 19 for details.

### Code #03: Setting your fax number

YOUR FAX NO.  
PRESS SET

See page 20 for details.

### Code #04: Printing a sending report

SENDING REPORT  
=ERROR [±]

To print a sending report for fax transmission results (page 27).

“ERROR” (default): A sending report will be printed only when fax transmission fails.

“ON”: A sending report will be printed out after every transmission.

“OFF”: Sending reports will not be printed out.

### Code #06 (KX-FP141 only): Changing the ring setting in FAX ONLY mode

FAX RING COUNT  
RINGS=2 [±]

To change the number of rings before the unit answers a call in FAX ONLY mode.

You can select from “2” (default), “3”, “4”, “5”, “6”, “7”, “8”, “9”. If you are using the unit with an answering machine, set to more than 4 (page 33).

### Code #06 (KX-FP145 only): Changing the ring setting in TAD/FAX mode

TAD RING COUNT  
RINGS=2 [±]

To change the number of rings before the unit answers a call in TAD/FAX mode. You can select “2” (default), “3”, “4”, “5”, “6”, “7”, “8”, “9”, “TOLL SAVER” or “RINGER OFF”. See page 32 for details.

#### Note:

- Set feature #77 to “TAD/FAX” (page 51) beforehand.

### Code #06 (KX-FP145 only): Changing the ring setting in FAX ONLY mode

FAX RING COUNT  
RINGS=2 [±]

To change the number of rings before the unit answers a call in FAX ONLY mode.

You can select “2” (default), “3”, “4”, “5”, “6”, “7”, “8” or “9”.

#### Note:

- Set feature #77 to “FAX ONLY” (page 51) beforehand.

### Code #10 (KX-FP145 only): Changing the maximum incoming message recording time

RECORDING TIME  
=VOX [±]

“VOX” (default): Unlimited.

“1 MIN”–“9 MIN”: 1 minute to 9 minutes.

### Code #11 (KX-FP145 only): Setting the remote operation ID

REMOTE TAD ID  
=ON [±]

1. Press [MENU].
2. Press [⏏], then [1][1].
3. Press [+] or [–] repeatedly to select “ON”.
4. Press [SET].
5. Enter any 3-digit number except a number using 0 or 7.
  - The default ID is “222”.
6. Press [SET].
7. Press [MENU].

### Code #13: Setting the dialling mode (For Australian users only)

DIALLING MODE  
=TONE [±]

If you cannot dial, change this setting depending on your telephone line service.

“TONE”(default): For tone dial service.

“PULSE”: For rotary pulse dial service.

### Code #17: Setting the ringer pattern

RINGER PATTERN  
=A [±]

You can select “A” (default), “B” or “C”.

### 8.3 Advanced features

#### Code #22: Setting the journal report to print automatically

AUTO JOURNAL =ON [±]
-------------------------

“ON” (default): The unit will print a journal report automatically after every 30 new fax communications (page 27).

“OFF”: The unit will not print a journal report, but will keep a record of the last 30 fax communications.

#### Code #23: Sending documents overseas

OVERSEAS MODE =ERROR [±]
-----------------------------

If you cannot send a fax overseas even if the number is correct and the line is connected, activate this feature before starting transmission.

“ERROR” (default): When the previous fax transmission fails and you wish to re-send the document automatically.

“NEXT FAX”: This setting is effective only for the next attempted fax transmission. After transmission, the unit will return to the previous setting.

“OFF”: Deactivates this feature.

#### Note:

- This feature is not available for broadcast transmission.
- The calling charge may be higher as the transmission speed is slowed down.

#### Code #25: Sending a fax at a specific time

DELAYED SEND =OFF [±]
--------------------------

This feature allows you to take advantage of low-cost calling hours offered by your telephone company. This feature can be set up to 24 hours in advance of the desired time.

To send a document:

1. Insert the document.
2. If necessary, press **[+]** or **[-]** repeatedly to select the desired resolution (page 26).
3. Press **[MENU]**.
4. Press **[⇄]** then **[2][5]**.
5. Press **[+]** or **[-]** repeatedly to select “ON”.
6. Press **[SET]**.
7. Enter the fax number.
8. Press **[SET]**.

9. Enter the transmission start time.

- Press **[\*]** repeatedly to select “AM” or “PM”.

10. Press **[SET]**.

11. Press **[MENU]**.

#### Note:

- To cancel after programming, press **[STOP]** then **[SET]**.

#### Code #26: Setting the Caller ID list to print automatically

AUTO CALL. LIST =OFF [±]
-----------------------------

“ON”: The unit will print the Caller ID list automatically after every 30 new calls (page 23).

“OFF” (default): The unit will not print the Caller ID list, but keep records of the information for the last 30 callers.

#### Code #31: Activating the Distinctive Ring feature

DISTINCTIVE RING =OFF [±]
------------------------------

See page 35 for details.

#### Code #34: Setting the quick scan

QUICK SCAN =OFF [±]
------------------------

This feature is helpful when you want to remove the document for other uses, because the unit will release the document before sending or copying.

“ON”: The unit will scan the document and store it into memory first, then the unit will start sending or copying.

“OFF” (default): Deactivates this feature.

#### Note:

- If the document exceeds the memory capacity, sending of the whole document or copying of the exceeded document will be cancelled and this feature will be turned OFF automatically.

#### Code #36: Receiving oversized documents

RCV REDUCTION =92% [±]
---------------------------

If the size of the document sent by the other party is as large as, or larger than the recording paper, the unit can reduce the document and print it. Select the desired reduction rate.

Setting	Recording paper size	Original document size
100%	A4	Letter
92% (default)	A4	A4
86%	A4	A4
72%	A4	Legal

### Code #39: Changing the display contrast

LCD CONTRAST  
=NORMAL [±]

“NORMAL” (default): For normal contrast.

“DARKER”: Used when the display contrast is too light.

### Code #41: Changing the fax activation code

FAX ACTIVATION  
=ON [±]

If you use an extension telephone and wish to use it to receive a fax, activate this feature and program the activation code.

1. Press **[MENU]**.
2. Press **[⇐]**, then **[4][1]**.
3. Press **[+]** or **[-]** repeatedly to select “ON”.
4. Press **[SET]**.
5. Enter your code from 2 to 4 digits, using 0–9, **[\*]** and **[⇐]**.
  - The default code is “\*#9”.
  - Do not enter “0000”.
6. Press **[SET]**.
7. Press **[MENU]**.

#### Note:

- This code is also used to receive a voice message and a fax in the same call (page 33)(KX-FP141 only).

### Code #42 (KX-FP145 only): Setting the message alert

MESSAGE ALERT  
=OFF [±]

To alert you when a new voice message is recorded. The unit beeps slowly until you listen to the recorded messages.

“ON”: You will be alerted to new messages by a beeping sound.

“OFF” (default): Deactivates this feature.

### Code #43 (KX-FP145 only): Setting the recording time alert

REC. TIME ALERT  
=OFF [±]

To alert you with beeps when there is less than 60 seconds of remaining recording time. The slow beeps will continue until you erase the recorded messages (page 39, 43).

“ON”: You will be alerted that you have reached the recording time limit by a beeping sound.

“OFF” (default): Deactivates this feature.

### Code #44: Setting the memory reception alert

RECEIVE ALERT  
=ON [±]

To alert you with a beeping sound when a received fax document is stored into memory due to some existing problem.

The slow beeps will continue until you clear the printing problem and make sure the unit is supplied with enough paper to print the stored document.

“ON” (default): You will be alerted to a reception problem by a beeping sound.

“OFF”: Deactivates this feature.

### Code #46: Setting friendly reception

FRIENDLY RCV  
=ON [±]

To receive a fax automatically when you answer a call and hear a fax calling tone (slow beep).

“ON” (default): You do not have to press

**[FAX/START]** for fax reception.

“OFF”: You have to press **[FAX/START]** for fax reception.

### Code #47 (KX-FP145 only): Setting the voice guidance

VOICE GUIDANCE  
=ON [±]

If you wish to hear voice guidance, activate this feature.

“ON” (default): You will hear the friendly reception voice guide, pre-recorded messages and voice time/day stamp.

“OFF”: Deactivates this feature.

### Code #51 (KX-FP145 only): Setting the mailbox 1 password

BOX1 PASSWORD  
ID=

To prevent other users from retrieving your messages, program a password for mailbox 1.

## 8. Programmable Features

1. Press **[MENU]**.
2. Press **[⇐]**, then **[5][1]**.
3. Enter a 3-digit number except a number using digits 0 or 7.
  - The default ID is "555".
4. Press **[SET]**.
5. Press **[MENU]**.

---

### Code #52 (KX-FP145 only): Setting the mailbox 2 password

BOX2 PASSWORD ID=
----------------------

To prevent other users from retrieving your messages, program a password for mailbox 2.

1. Press **[MENU]**.
2. Press **[⇐]**, then **[5][2]**.
3. Enter a 3-digit number except a number using digits 0 or 7.
  - The default ID is "555".
4. Press **[SET]**.
5. Press **[MENU]**.

---

### Code #54 (KX-FP145 only): Changing the recording time for your TAD/FAX greeting message

GREETING TIME =16s [±]
---------------------------

"16s" (default): Maximum recording time is 16 seconds.

"60s": Maximum recording time is 60 seconds.  
See page 38 for details.

---

### Code #55 (KX-FP145 only): Greeting message for mailbox 1

BOX1 GREETING CHECK [±]
----------------------------

See page 42 for details.

---

### Code #56 (KX-FP145 only): Greeting message for mailbox 2

BOX2 GREETING CHECK [±]
----------------------------

See page 42 for details.

---

### Code #58: Setting the original mode

ORIGINAL =NORMAL [±]
-------------------------

To send or copy a document with faint or dark writing, set this feature before starting transmission or copying.

"NORMAL" (default): Used for normal writing.

"LIGHT": Used for faint writing.

"DARKER": Used for dark writing.

---

### Code #60 (KX-FP145 only): Setting the message transfer

MESSAGE TRANSFER =OFF [±]
------------------------------

To transfer recorded incoming messages to another telephone (page 44), activate this feature and program the transfer telephone number.

1. Press **[MENU]**.
2. Press **[⇐]**, then **[6][0]**.
3. Press **[+]** or **[-]** repeatedly to select "ON".
4. Press **[SET]**.
5. Enter the transfer telephone number.
6. Press **[SET]**.
7. Press **[MENU]**.

---

### Code #61 (KX-FP145 only): Checking, recording or erasing the transfer greeting message

TRNS-GREETING CHECK [±]
----------------------------

See page 44 for details.

---

### Code #67 (KX-FP145 only): Setting the incoming message monitor

ICM MONITOR =ON [±]
------------------------

To hear an incoming message (ICM) from the speaker when the answering device is recording the message.

"ON" (default): You can monitor the incoming message.

"OFF": Deactivates this feature.

---

### Code #68: Setting the Error Correction Mode (ECM)

ECM SELECTION =ON [±]
--------------------------

This feature is available when the transmitting/receiving fax machines are ECM compatible.

"ON" (default): To send a fax even if there is static interference on the telephone line.

"OFF": Deactivates this feature.

#### Note:

- You cannot change the setting when received documents are in memory.

---

### Code #70 (KX-FP145 only): Calling your pager

PAGER CALL =OFF [±]
------------------------

See page 45 for details.

---

### Code #74: Setting the location where you use this unit

LOCATION =AUSTRALIA [±]
----------------------------

This setting must match your location.

“AUSTRALIA” (default): To use in Australia.

“NEWZEALAND”: To use in New Zealand.

---

### Code #76: Setting the connecting tone

CONNECTING TONE =ON [±]
----------------------------

If you often have trouble when sending faxes, this feature allows you to hear connecting tones; fax tone, ring back tone and busy tone. You can use these tones to confirm the status of the other party's machine.

“ON” (default): You will hear connecting tones.

“OFF”: Deactivates this feature.

#### Note:

- If the ring back tone continues, the other party's machine may not be a facsimile or may have run out of paper. Check with the other party.
- The connecting tone volume cannot be adjusted.

---

### Code #77 (KX-FP145 only): Changing the receiving mode in the auto answer setting

AUTO ANSWER =TAD/FAX [±]
-----------------------------

“TAD/FAX” (default): Telephone Answering Device/Facsimile mode (page 32)

“FAX ONLY”: Facsimile only mode (page 32)

---

### Code #80: Resetting advanced features to their default settings

SET DEFAULT RESET=NO [±]
-----------------------------

To reset the advanced features:

1. Press **[MENU]**.
2. Press **[⇐]**, then **[8][0]**.
3. Press **[+]** or **[-]** repeatedly to select “YES”.
4. Press **[SET]**.
5. Press **[SET]** again.
6. Press **[MENU]**.

#### Note:

- ECM selection (feature #68, page 50) and the location setting (feature #74, page 51) will not be reset.

### 8.4 Direct commands for programming features

You can also select the desired setting by directly entering the program code (# and a 2-digit number) and direct command.

For more details on the features, see page 47 to page 51.

- 1 Press **[MENU]**.
- 2 Press **[#]** and the 2-digit code number.
- 3 Press the desired direct command, using the dial keypad, to display the desired setting.
  - This step may be slightly different depending on the feature.
- 4 Press **[SET]**.
- 5 To exit programming, press **[MENU]**.

#### 8.4.1 Program code and direct command button

---

##### **[#][0][1] Date and time**

- Enter the date and time using the dial keypad (see page 18 for details).

---

##### **[#][0][2] Your logo**

- Enter your logo using the dial keypad (see page 19 for details).

---

##### **[#][0][3] Your fax number**

- Enter your fax number using the dial keypad (see page 20 for details).

---

##### **[#][0][4] Sending report**

- **[1]:** “ON”
- **[2]:** “OFF”
- **[3]:** “ERROR” (default)

---

##### **[#][0][6] FAX ring count**

- **[2]:** “2” (default)
- **[3]:** “3”
- **[4]:** “4”
- **[5]:** “5”
- **[6]:** “6”
- **[7]:** “7”
- **[8]:** “8”
- **[9]:** “9”

---

##### **[#][0][6] TAD ring count (KX-FP145 only)**

- **[0]:** “RINGER OFF”
- **[1]:** “TOLL SAVER”
- **[2]:** “2” (default)
- **[3]:** “3”

- **[4]:** “4”
- **[5]:** “5”
- **[6]:** “6”
- **[7]:** “7”
- **[8]:** “8”
- **[9]:** “9”

---

##### **[#][1][0] Recording time for an incoming message (KX-FP145 only)**

- **[0]:** “VOX” (default)
- **[1]:** “1 MIN”
- **[2]:** “2 MIN”
- **[3]:** “3 MIN”
- **[4]:** “4 MIN”
- **[5]:** “5 MIN”
- **[6]:** “6 MIN”
- **[7]:** “7 MIN”
- **[8]:** “8 MIN”
- **[9]:** “9 MIN”

---

##### **[#][1][1] Remote operation ID (KX-FP145 only)**

- **[1]:** “ON” (default)
- **[2]:** “OFF”
  - If you select “ON”, enter a 3-digit number except a number using 0 or 7.

---

##### **[#][1][3] Dialling mode**

- **[1]:** “PULSE”
- **[2]:** “TONE” (default)

---

##### **[#][1][7] Ringer pattern**

- **[1]:** “A” (default)
- **[2]:** “B”
- **[3]:** “C”

---

##### **[#][2][2] Journal report**

- **[1]:** “ON” (default)
- **[2]:** “OFF”

---

##### **[#][2][3] Overseas mode**

- **[1]:** “NEXT FAX”
- **[2]:** “OFF”
- **[3]:** “ERROR” (default)

---

##### **[#][2][5] Delayed transmission**

- **[1]:** “ON”
- **[2]:** “OFF” (default)
  - If you select “ON”, then enter the fax number and transmission time using the dial keypad (see feature #25 on page 48 for details).

---

##### **[#][2][6] Caller ID list**

- **[1]:** “ON”
- **[2]:** “OFF” (default)

---

### [**Ⓜ**][**3**][**1**] Distinctive Ring

- [**1**]: “ON”
- [**2**]: “OFF” (default)

---

### [**Ⓜ**][**3**][**4**] Quick scan

- [**1**]: “ON”
- [**2**]: “OFF” (default)

---

### [**Ⓜ**][**3**][**6**] Receiving reduction

- [**1**]: “92%” (default)
- [**2**]: “86%”
- [**3**]: “72%”
- [**4**]: “100%”

---

### [**Ⓜ**][**3**][**9**] Display contrast

- [**1**]: “NORMAL” (default)
- [**2**]: “DARKER”

---

### [**Ⓜ**][**4**][**1**] Fax activation code

- [**1**]: “ON” (default)
- [**2**]: “OFF”
- If you select “ON”, enter your code from 2 to 4 digits using 0–9, [**✳**] and [**Ⓜ**].

---

### [**Ⓜ**][**4**][**2**] Message alert (KX-FP145 only)

- [**1**]: “ON”
- [**2**]: “OFF” (default)

---

### [**Ⓜ**][**4**][**3**] Recording time alert (KX-FP145 only)

- [**1**]: “ON”
- [**2**]: “OFF” (default)

---

### [**Ⓜ**][**4**][**4**] Memory reception alert

- [**1**]: “ON” (default)
- [**2**]: “OFF”

---

### [**Ⓜ**][**4**][**6**] Friendly reception

- [**1**]: “ON” (default)
- [**2**]: “OFF”

---

### [**Ⓜ**][**4**][**7**] Voice guidance (KX-FP145 only)

- [**1**]: “ON” (default)
- [**2**]: “OFF”

---

### [**Ⓜ**][**5**][**1**] Mailbox 1 password (KX-FP145 only)

- Enter a 3-digit number except a number using 0 or 7.

---

### [**Ⓜ**][**5**][**2**] Mailbox 2 password (KX-FP145 only)

- Enter a 3-digit number except a number using 0 or 7.

---

### [**Ⓜ**][**5**][**4**] Greeting time (KX-FP145 only)

- [**1**]: “16s” (default)

- [**2**]: “60s”

---

### [**Ⓜ**][**5**][**5**] Greeting message for mailbox 1 (KX-FP145 only)

- [**1**]: “CHECK” (default)
- [**2**]: “RECORD”
- [**3**]: “ERASE”

---

### [**Ⓜ**][**5**][**6**] Greeting message for mailbox 2 (KX-FP145 only)

- [**1**]: “CHECK” (default)
- [**2**]: “RECORD”
- [**3**]: “ERASE”

---

### [**Ⓜ**][**5**][**8**] Original mode

- [**1**]: “NORMAL” (default)
- [**2**]: “LIGHT”
- [**3**]: “DARKER”

---

### [**Ⓜ**][**6**][**0**] Message transfer (KX-FP145 only)

- [**1**]: “ON”
- [**2**]: “OFF” (default)
- If you select “ON”, enter the transfer telephone number and press [**SET**], then press [**MENU**] to exit programming.

---

### [**Ⓜ**][**6**][**1**] Message transfer greeting message (KX-FP145 only)

- [**1**]: “CHECK” (default)
- [**2**]: “RECORD”
- [**3**]: “ERASE”

---

### [**Ⓜ**][**6**][**7**] Incoming message monitor (KX-FP145 only)

- [**1**]: “ON” (default)
- [**2**]: “OFF”

---

### [**Ⓜ**][**6**][**8**] ECM selection

- [**1**]: “ON” (default)
- [**2**]: “OFF”

---

### [**Ⓜ**][**7**][**0**] Pager call (KX-FP145 only)

- [**1**]: “ON”
- [**2**]: “OFF” (default)
- If you select “ON”, enter the pager number using the dial keypad (see page 45 for details).

---

### [**Ⓜ**][**7**][**4**] Location

- [**1**]: “AUSTRALIA” (default)
- [**2**]: “NEWZEALAND”

---

### [**Ⓜ**][**7**][**6**] Connecting tone

- [**1**]: “ON” (default)
- [**2**]: “OFF”

## 8. Programmable Features

---

---

### [\*][7][7] AUTO ANSWER (KX-FP145 only)

- [1]: “FAX ONLY”
- [2]: “TAD/FAX” (default)

---

### [\*][8][0] Reset advanced features

- [1]: “YES”
- [2]: “NO” (default)
- If you select “YES”, press **[SET]** 2 times, then press **[MENU]** to exit programming.



## 9.1 Error messages – Reports

If a problem occurs during fax transmission or reception, one of the following communication messages will be printed on the sending and journal reports (page 27).

### COMMUNICATION ERROR

(Code: 40-42, 46-72, FF)

- A transmission or reception error occurred. Try again or check with the other party.

### COMMUNICATION ERROR

(Code: 43, 44)

- A line problem occurred. Connect the telephone line cord to a different jack and try again.
- An overseas transmission error occurred. Try using the overseas mode (feature #23, page 48).

### DOCUMENT JAMMED

- The document is jammed. Remove the jammed document (page 63).

### ERROR-NOT YOUR UNIT

(Code: 54, 59, 70)

- A transmission or reception error occurred because of a problem with the other party's fax machine. Check with the other party.

### JUNK FAX PROH. REJECT

- The junk fax prohibitor of your fax machine rejected fax reception.

### MEMORY FULL

- The memory is full of received documents due to a lack of recording paper or a recording paper jam. Install paper (page 15) or clear the jammed paper (page 61).

### NO DOCUMENT

- The document was not fed into the unit properly. Re-insert it and try again.

### OTHER FAX NOT RESPONDING

- The other party's fax machine is busy or has run out of recording paper. Try again.
- The document was not fed properly. Re-insert the document and try again.
- The other party's fax machine rings too many times. Send the fax manually (page 26).
- The other party's machine is not a fax machine. Check with the other party.
- The number you dialled is not in service.

### PRESSED THE STOP KEY

- **[STOP]** was pressed and fax communication was cancelled.

### OK

- Fax communication was successful.

## 9.2 Error messages – Display

If the unit detects a problem, one or more of the following messages will appear on the display.

CALL SERVICE

CALL SERVICE 2

- There is something wrong with the unit. Contact our service personnel.

CHECK DOCUMENT

- The document was not fed into the unit properly. Re-insert the document. If misfeeding occurs frequently, clean the document feeder rollers (page 65) and try again.
- Attempted to transmit a document longer than 600 mm. Press **[STOP]** to remove the document. Divide the document into two or more sheets and try again.

CHECK FILM

- The ink film is empty. Replace the ink film with a new one (page 14).
- The ink film is not installed. Install it (page 12).
- The ink film is slack or creased. Tighten it (see step 5 on page 13).

CHECK MEMORY

- The memory (telephone numbers, parameters, etc.) has been erased. Re-program.

CHECK PAPER

- The recording paper is not installed or the unit has run out of paper. Install paper and press **[START]** to clear the message.

## 9. Help

- The recording paper was not fed into the unit properly (page 63). Reinstall paper (page 15) and press **[START]** to clear the message.
- The recording paper has jammed near the recording paper entrance. Clear the jammed paper (page 61) and press **[START]** to clear the message.

CLOSE  
TENSION PLATE

- The tension plate is open. Close it (page 15).

COVER OPEN

- The back cover is open. Close it.

DIRECTORY FULL

- There is no space to store new items in navigator directory. Erase unnecessary items (page 21).

FAX IN MEMORY

- The unit has a document in memory. See the other displayed message instructions to print out the document.

FAX MEMORY FULL

- The memory is full of received documents due to a lack of recording paper or a recording paper jam. Install paper (page 15) or clear the jammed paper (page 61).
- When performing memory transmission, the document being stored exceeded the memory capacity of the unit. Transmit the entire document manually.

FILM EMPTY

- The ink film is empty. Replace the ink film with a new one (page 14).
- The ink film is slack. Tighten it (see step 5 on page 13) and install again.
- The fax machine is positioned near appliances such as TVs or speakers which generate an intense magnetic field.

FILM NEAR EMPTY

- The remaining ink film is low. Prepare a new ink film (page 10).

MEMORY FULL

- When making a copy, the document being stored exceeded the memory capacity of the unit. Press **[STOP]** to clear the message. Divide the document into sections.

MESSAGE FULL

- There is no room left in memory to record voice messages. Erase unnecessary messages (page 39, 43).

MODEM ERROR

- There is something wrong with the modem circuit. Contact our service personnel.

NO FAX REPLY

- The other party's fax machine is busy or has run out of recording paper. Try again.

NO TAD GREETING

- Your TAD/FAX greeting message is not recorded. Record a message (page 38).
- The voice guidance feature is set to OFF. Activate feature #47 on page 49. Pre-recorded greeting message will be adopted.

NO TRNS-GREETING

- Your transfer greeting message is not recorded. Record a message (page 44).
- The voice guidance feature is set to OFF. Activate feature #47 on page 49. Pre-recorded greeting message will be adopted.

OPEN CABINET  
CHECK FILM SLACK



OPEN CABINET  
CHECK FILM TYPE

- Please use genuine Panasonic replacement film (page 10).
- The ink film is empty. Replace the ink film with a new one (page 14).

- The ink film is not installed. Install it (page 12).
- The ink film is slack. Tighten it (see step 5 on page 13).
- The fax machine is positioned near appliances such as TVs or speakers which generate an intense magnetic field.

#### PAPER JAMMED

- A recording paper jam occurred. Clear the jammed paper (page 61).

#### PLEASE WAIT

- The unit is checking that there is no slack or crease on the ink film. Wait for a moment while the check is completed.

#### POLLING ERROR

- The other party's fax machine does not offer the polling function. Check with the other party.

#### REDIAL TIME OUT

- The other party's fax machine is busy or has run out of recording paper. Try again.

#### REMOVE DOCUMENT

- The document is jammed. Remove the jammed document (page 63).

#### TRANSMIT ERROR

- A transmission error occurred. Try again.

#### UNIT OVERHEATED

- The unit is too hot. Stop using the unit for a while and let the unit cool down.

## 9.3 When a function does not work, check here

### 9.3.1 Initial settings

#### I cannot hear a dial tone.

- The telephone line cord is connected to the [EXT] jack on the unit. Connect to the [LINE] jack (page 16) (KX-FP141 only).
- If you used a splitter to connect the unit, remove the splitter and connect the unit to the wall jack directly. If the unit operates properly, check the splitter.
- Disconnect the unit from the telephone line and connect the line to a known working telephone. If the working telephone operates properly, contact our service personnel to have the unit repaired. If the working telephone does not operate properly, contact your telephone company.
- The power cord or telephone line cord is not connected. Check the connections.
- If you connected the fax machine through a computer modem, connect the fax machine directly to a telephone line jack.

#### I cannot make calls.

- The dialling mode setting is wrong. Change the setting of feature #13 (page 47).

#### The unit does not ring.

- The ringer volume is turned OFF. Adjust it (page 17).
- The TAD ring setting of feature #06 is set to "RINGER OFF". Change to another ring setting (page 47) (KX-FP145 only).

### 9.3.2 General

#### The unit displays "CHECK PAPER" though the paper is inserted.

- The paper is inserted halfway. Insert it correctly (page 15) and press [START] to clear the message.

#### The other party complains they only hear a fax tone and cannot talk.

- FAX ONLY mode is set. Tell the other party the number is only used for faxes.
- Change the receiving mode:
  - KX-FP141: TEL mode (page 31)
  - KX-FP145: TAD/FAX mode (page 32) or TEL mode (page 31)

---

### The [REDIAL]/[PAUSE] button does not function properly.

- If this button is pressed during dialling, a pause will be inserted. If pressed immediately after a dial tone is obtained, the last number dialled will be redialled.

---

### The receiving mode does not function properly.

- The Distinctive Ring is set (feature #31, page 35).

---

### During programming, I cannot enter the code or ID number.

- All or part of the numbers are the same as another code or ID. Change the number:
  - remote operation ID (KX-FP145 only): feature #11 on page 47.
  - fax activation code: feature #41 on page 49.
  - password for mailbox 1 (KX-FP145 only): feature #51 on page 49.
  - password for mailbox 2 (KX-FP145 only): feature #52 on page 50.

---

### The ink film runs out quickly.

- Even if there are only a few sentences, every page that comes out of the machine is considered as a full page.
- Turn off the following features:
  - sending report: feature #04 on page 47.
  - journal report: feature #22 on page 48.
  - Caller ID list: feature #26 on page 48.

---

### The unit beeps.

- Recording paper/ink film has run out. Press [STOP] to stop the beeps and install paper/ink film.

---

### The speakerphone is not working (KX-FP145 only).

- Use the speakerphone in a quiet room.
- If you have difficulty hearing the other party, adjust the volume.

---

## 9.3.3 Fax – sending

---

### I cannot send documents.

- The telephone line cord is connected to the [EXT] jack on the unit. Connect to the [LINE] jack (page 16) (KX-FP141 only).
- The other party's fax machine is busy or has run out of recording paper. Try again.
- The other party's machine is not a fax machine. Check with the other party.

- The other party's fax machine failed to answer the fax automatically. Send the fax manually (page 26).

---

### I cannot send a fax overseas.

- Use the overseas transmission mode of feature #23 (page 48).
- Add two pauses at the end of the telephone number or dial manually.

---

### The other party complains that letters on their received document are distorted or not clear.

- If your line has special telephone services such as call waiting, the service may have been activated during fax transmission. Connect the unit to a line that does not have these services.
- An extension telephone on the same line is off the hook. Hang up the extension telephone and try again.
- Try copying the document. If the copied image is clear, there may be something wrong with the other party's machine.

---

### The other party complains that smudges or black lines appear on their received document.

- The scanner glass, white plate or rollers are dirty with correction fluid, etc. Clean them (page 65). Please do not insert the document before correction fluid has dried completely.

---

## 9.3.4 Fax – receiving

---

### I cannot receive documents.

- The telephone line cord is connected to the [EXT] jack on the unit. Connect to the [LINE] jack (page 16) (KX-FP141 only).
- The ink film is empty. Replace the ink film with a new one (page 14).

---

### I cannot receive documents automatically.

- The receiving mode is set to TEL mode. Change the receiving mode:
  - KX-FP141: FAX ONLY mode (page 32).
  - KX-FP145: TAD/FAX mode (page 32) or FAX ONLY mode (page 32).
- The time taken to answer the call is too long. Decrease the number of rings in feature #06 (page 47).
- The greeting message is too long. Record a shorter message (page 38) (KX-FP145 only).

---

**The display shows “CONNECTING . . . .”, but faxes are not received.**

- The incoming call is not a fax. Change the receiving mode:
  - KX-FP141: TEL mode (page 31).
  - KX-FP145: TEL mode (page 31) or TAD/FAX mode (page 32).

---

**A blank sheet is ejected.**

- If a blank sheet is ejected after the received document is printed out, the size of the document sent by the other party is as large as, or larger than the recording paper, or the receiving reduction rate is not programmed correctly. Program the proper rate in feature #36 (page 48).
- The other party placed the document in their fax machine the wrong way. Check with the other party.

---

**A white line or a smudge appears on your recording paper.**

- The scanner glass, white plate or rollers are dirty with correction fluid, etc. Clean them (page 65). Please do not insert the document before correction fluid has dried completely.

---

**The printing quality is poor.**

Please do not reuse the ink film!

Please use genuine Panasonic replacement film. Refer to page 10 for further details.

- The thermal head is dirty. Clean it (page 66).
- Some paper has instructions recommending which side to print on. Try turning the paper over.
- You may have used paper with a cotton and/or fibre content that is over 20%, such as letterhead or resume paper.
- If the printing copy is fine when you copy, the other party sent a faint document. Ask them to send a clearer copy of the document.

---

**The other party complains that they cannot send a document.**

- The receiving mode is set to TEL mode. Change the receiving mode:
  - KX-FP141: FAX ONLY mode (page 32).
  - KX-FP145: TAD/FAX mode (page 32) or FAX ONLY mode (page 32).
- The memory is full of received documents due to a lack of recording paper or a recording paper jam. Install paper (page 15) or clear the jammed paper (page 61).

---

**I cannot select the desired receiving mode.**

- If you want to set TAD/FAX (KX-FP145) or FAX ONLY mode:
  - KX-FP141: Press **[AUTO ANSWER]** repeatedly to select FAX ONLY mode.
  - KX-FP145: Set the desired mode using feature #77 (page 51), and press **[AUTO ANSWER]** repeatedly to select the desired mode.
- If you want to set TEL mode, press **[AUTO ANSWER]** repeatedly to select TEL mode.
- The Distinctive Ring of feature #31 is activated (page 35) (KX-FP141 only).

---

## 9.3.5 Copying

---

**The unit will not make a copy.**

- The ink film is empty. Replace the ink film with a new one (page 14).
- You cannot make a copy during programming. Make the copy after programming.
- You cannot make a copy during telephone conversation.

---

**A black line, a white line or smudge appears on the copied document.**

- The scanner glass, white plate or rollers are dirty with correction fluid, etc. Clean them (page 65). Please do not insert the document before correction fluid has dried completely.

---

**The copied image is distorted.**

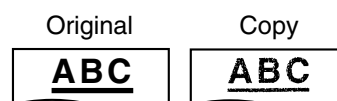
- The thermal head is dirty. Clean it (page 66).

---

**The printing quality is poor.**

Please do not reuse the ink film!

Please use genuine Panasonic replacement film. Refer to page 10 for further details.



- Some paper has instructions recommending which side to print on. Try turning the paper over.
- You may have used paper with a cotton and/or fibre content that is over 20%, such as letterhead or resume paper.

### 9.3.6 Using an answering machine (KX-FP141 only)

---

**I cannot receive documents automatically.**

- Your greeting message on the answering machine is too long. Shorten the message. Record a message up to 10 seconds long.
- The answering machine rings too many times. Set to 1 or 2 rings.

---

**I cannot receive voice messages.**

- Check if the answering machine is turned ON and connected to the fax machine properly.
- Set the number of rings on the answering machine to 1 or 2.

---

**I pressed the remote access code to access the answering machine remotely, but the line was disconnected.**

- The code may include “#” which is used for certain features provided by telephone companies. Change the code on the answering machine to another number which does not include “#”.

---

**Callers complain that they cannot send a document.**

- Your answering machine has run out of recording tape. Rewind the tape to record messages.
- You set the answering machine to only give a greeting message.

### 9.3.7 Answering device (KX-FP145 only)

---

**I cannot retrieve recorded messages from a remote location.**

- Press the remote operation ID correctly and firmly (page 40).

---

**Messages in the mailbox do not play back.**

- The mailbox password is wrong. Enter the correct password.
  - For mailbox 1 password, see feature #51 (page 49).
  - For mailbox 2 password, see feature #52 (page 50).

---

**The other party complains that they cannot leave a voice message.**

- The memory is full. Erase unnecessary messages (page 39, 43).

### 9.3.8 If a power failure occurs

- The unit will not function.
- The unit is not designed for making emergency telephone calls when the power fails. Alternative arrangements should be made for access to emergency services.
- Fax transmission and reception will be interrupted.
- If delayed transmission (feature #25, page 48) is programmed and the start time is passed during a power failure, transmission will be attempted soon after power is restored.
- If any fax documents are stored in the memory, they will be lost. When power is restored, a power down report will be printed out stating which contents in the memory have been erased.

---

**Note for Australian users:**

- Panasonic Australia operates a toll free Customer Care Centre. Please call 132600 for assistance.  
or visit the website [www.panasonic.com.au](http://www.panasonic.com.au)

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**Note for New Zealand users:**

- Panasonic New Zealand operates a toll free Customer Support Centre. Please call 0800-Panasonic (0800-726276) for assistance.

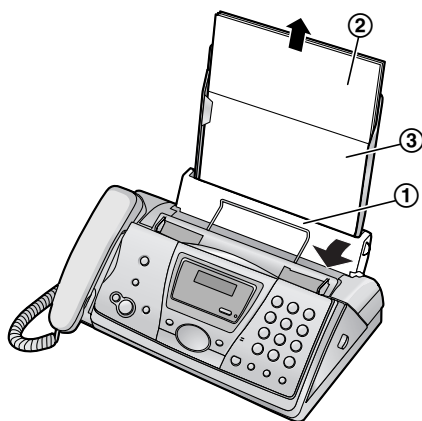
## 9.4 Recording paper jams

### 9.4.1 When the recording paper has jammed in the unit

The display will show the following.

PAPER JAMMED

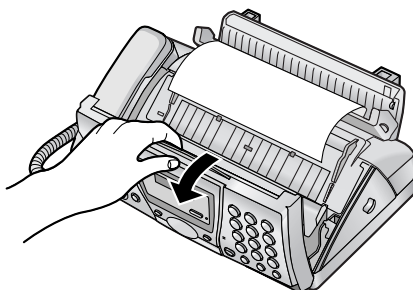
- 1 Pull the tension plate forward (①) to remove the installed paper (②).
  - Do not remove the jammed paper (③).



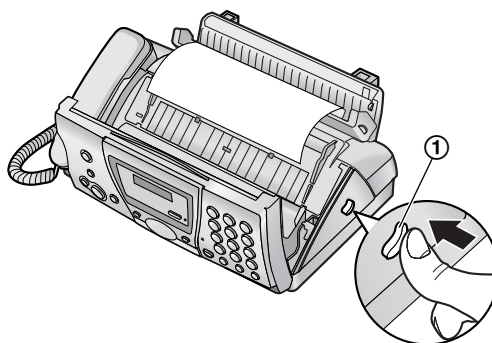
- 2 Remove the paper tray (①).



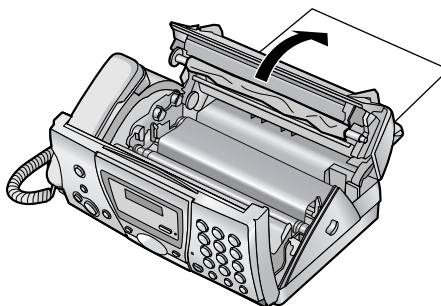
- 3 Open the front cover by pulling up the centre part.



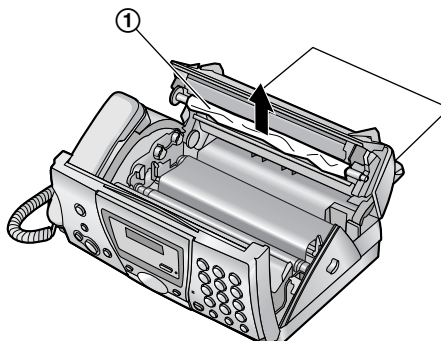
- 4 Release the back cover by pushing the green button (①).



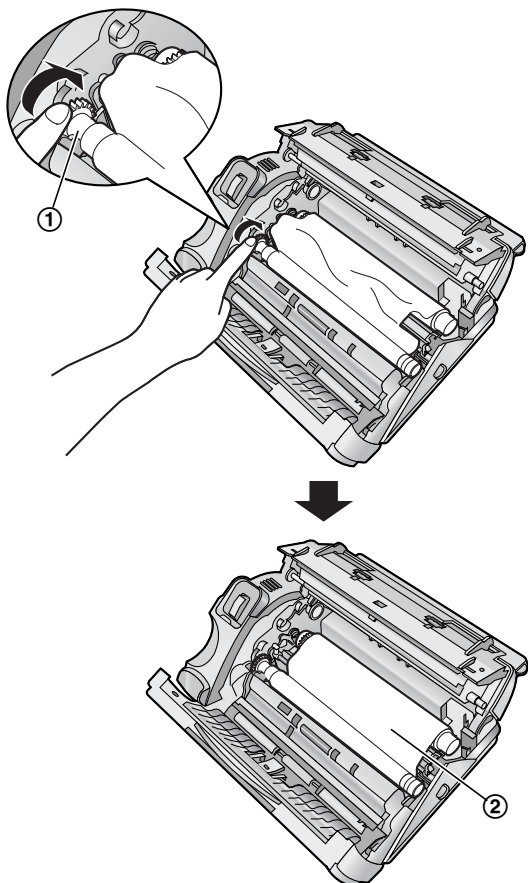
- 5 Open the back cover.



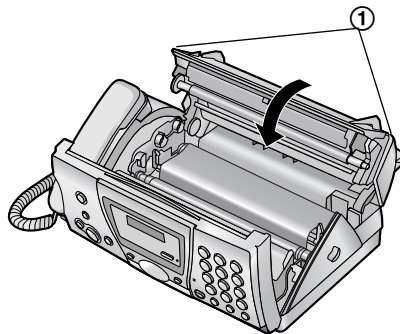
- 6 Remove the jammed recording paper (①).



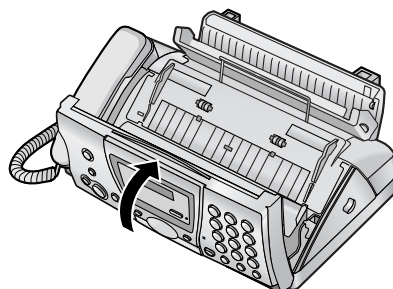
- 7** Turn the blue gear (①) in the direction of the arrow until the ink film is tight (②).



- 8** Close the back cover securely by pushing down on the notched area at both ends (①).



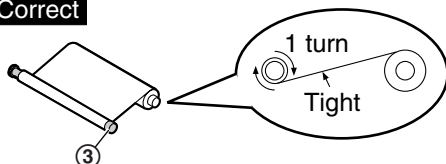
- 9** Close the front cover securely.



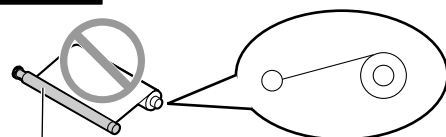
- 10** Install the paper tray (page 14), then insert the recording paper (page 15).

- Make sure that the ink film is wrapped around the blue core (③) at least once.

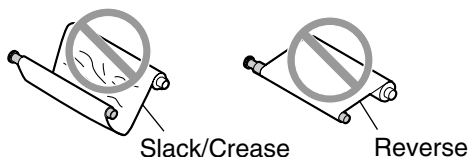
### Correct



### Incorrect



The ink film is not wrapped around the blue core.



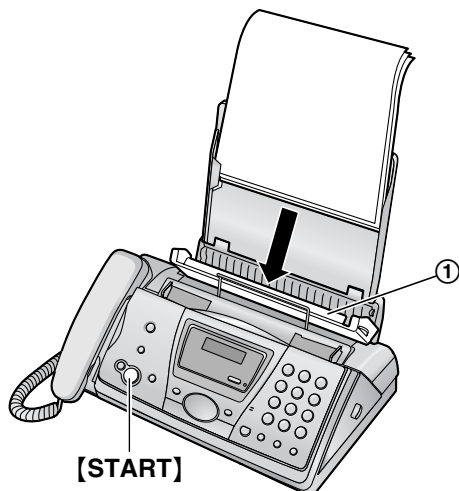


### 9.4.2 When the recording paper was not fed into the unit properly

The display will show the following.

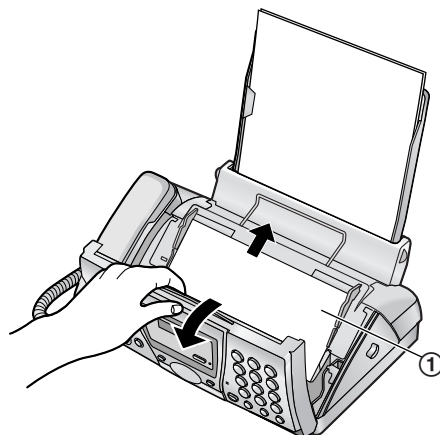
CHECK PAPER

Remove the recording paper and straighten. Pull the tension plate forward (①) and insert the paper. Push the tension plate back, then press **[START]** to clear the message.

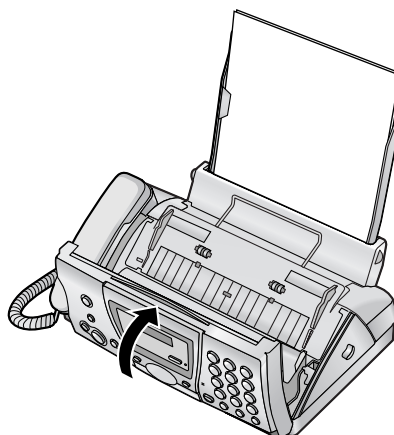


## 9.5 Document jams – sending

- 1 Open the front cover by pulling up the centre part. Remove the jammed document carefully (①).



- 2 Close the front cover securely.



#### Note:

- Do not pull out the jammed paper forcibly before opening the front cover.



### 9.6 Recording paper feeder cleaning

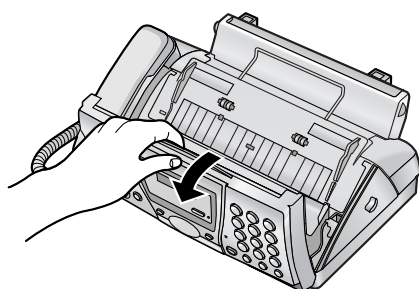
Clean the recording paper feeder when:

- The recording paper frequently misfeeds.

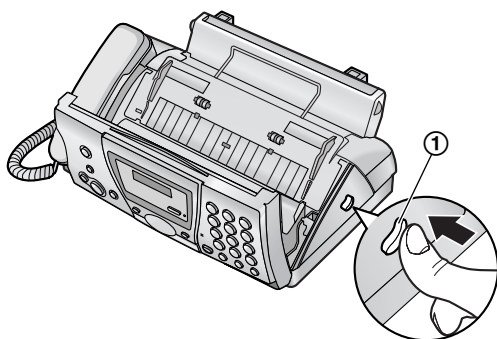
**Important:**

- **Remove the recording paper and the paper tray beforehand, or the paper may misfeed or jam.**

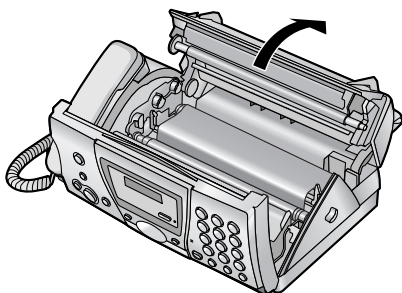
- 1 Disconnect the power cord and the telephone line cord.
- 2 Open the front cover by pulling up the centre part.



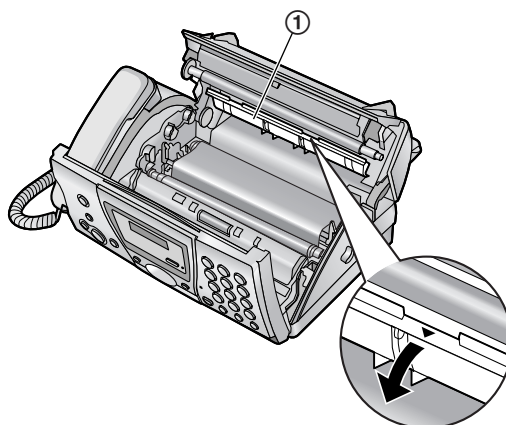
- 3 Release the back cover by pushing the green button (1).



- 4 Open the back cover.



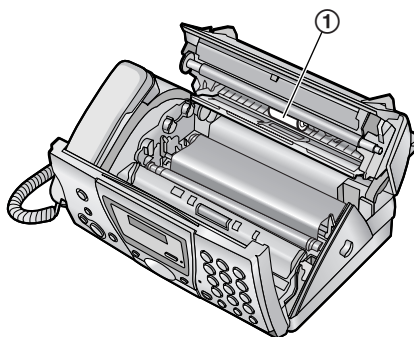
- 5 Open the recording paper feeder cover (1).



- 6 Clean the recording paper feeder roller (1) with a cloth moistened with isopropyl rubbing alcohol, and let all parts dry thoroughly.

**Caution:**

- **Do not use paper products, such as paper towels or tissues.**



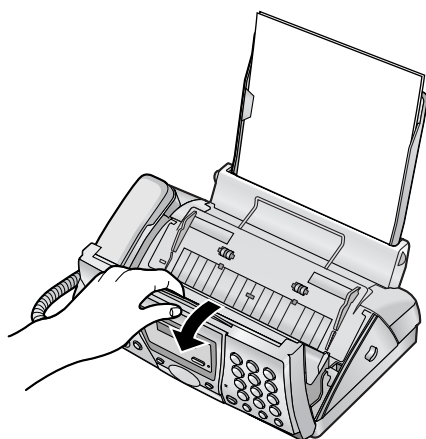
- 7 Close the covers (see steps 8 and 9 on page 62).
- 8 Install the paper tray (page 14), then insert the recording paper (page 15).
- 9 Connect the power cord and the telephone line cord.

## 9.7 Document feeder/scanner glass cleaning

Clean the document feeder/scanner glass when:

- Documents frequently misfeed.
- Smudges or black/white lines appear on the original document when transmitting or copying.

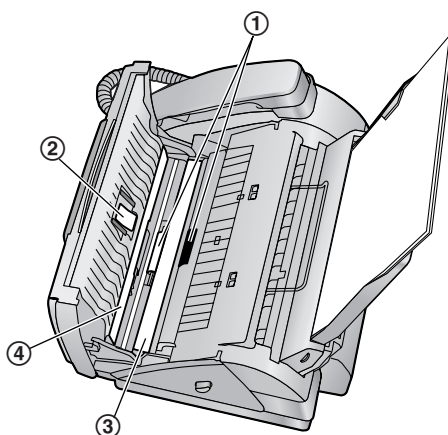
- 1 Disconnect the power cord and the telephone line cord.
- 2 Open the front cover by pulling up the centre part.



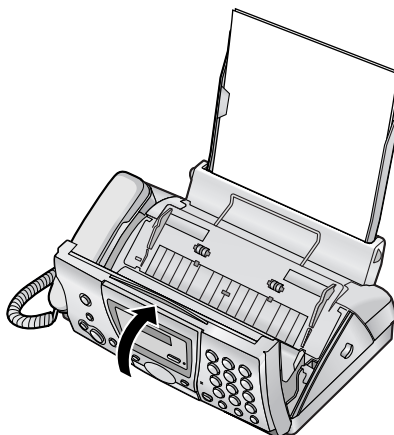
- 3 Clean the document feeder rollers (①) and rubber flap (②) with a cloth moistened with isopropyl rubbing alcohol, and let all parts dry thoroughly. Clean the scanner glass (③) and white plate opposite the scanner glass (④) with a soft, dry cloth.

### Caution:

- Do not use paper products, such as paper towels or tissues.



- 4 Close the front cover securely.



- 5 Connect the power cord and the telephone line cord.

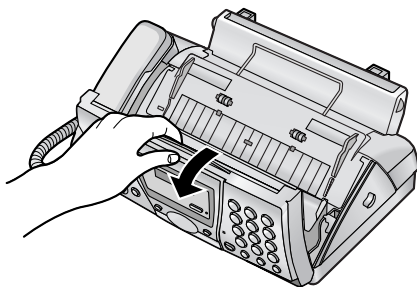
### 9.8 Thermal head cleaning

If smudges or black/white lines appear on a copied/received document, check whether there is dust on the thermal head. Clean the thermal head to remove the dust.

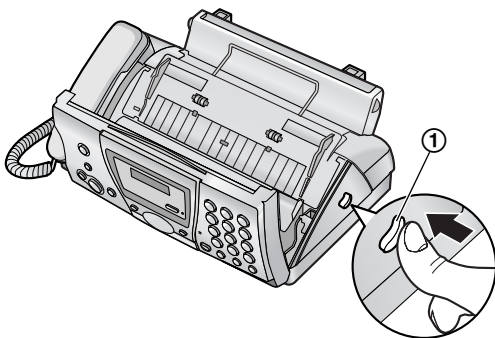
**Important:**

- Remove the recording paper and the paper tray beforehand, or the paper may misfeed or jam.

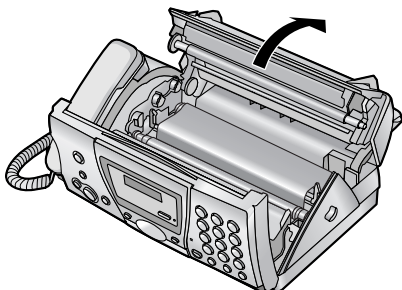
- 1 Disconnect the power cord and the telephone line cord.
- 2 Open the front cover by pulling up the centre part.



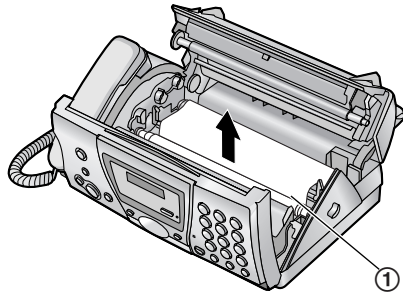
- 3 Release the back cover by pushing the green button (1).



- 4 Open the back cover.



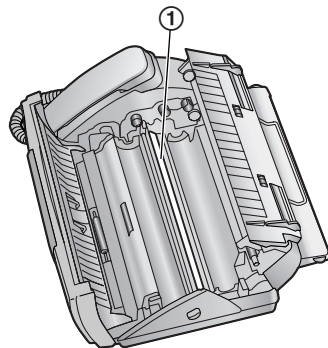
- 5 Remove the ink film (1).



- 6 Clean the thermal head (1) with a cloth moistened with isopropyl rubbing alcohol, and let it dry thoroughly.

**Caution:**

- To prevent a malfunction due to static electricity, do not use a dry cloth and do not touch the thermal head directly.



- 7 Reinstall the ink film and close the covers (see steps 4 to 7 on page 12).
- 8 Install the paper tray (page 14), then insert the recording paper (page 15).
- 9 Connect the power cord and the telephone line cord.

## 10.1 Reference lists and reports

You can print out the following lists and reports for your reference.

### Setup list:

provides you with the current settings of the basic and advanced programming features (page 47 to page 51).

### Telephone number list:

provides you with names and numbers which are stored in the navigator directory.

### Journal report:

keeps records of fax transmission and reception. This report will be printed automatically after every 30 fax communications (feature #22, page 48).

### Printer test:

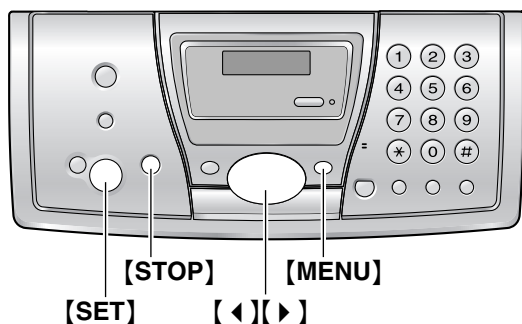
allows you to check the print quality of your unit. If the test print has a smudge, or blurred points or lines, clean the thermal head (page 66).

### Broadcast programming list:

provides you with names and numbers which are stored in the broadcast memory (page 28).

### Caller ID list:

keeps records of the last 30 callers after subscribing to a Caller ID service. To print automatically after every 30 callers, activate feature #26 (page 48).



- 1 Press **[MENU]** repeatedly to display "PRINT REPORT".
- 2 Press **[◀]** or **[▶]** repeatedly to display the desired item.
- 3 Press **[SET]** to start printing.
  - To stop printing, press **[STOP]** 2 times.
- 4 Press **[MENU]**.

### 10.2 Technical data about this product

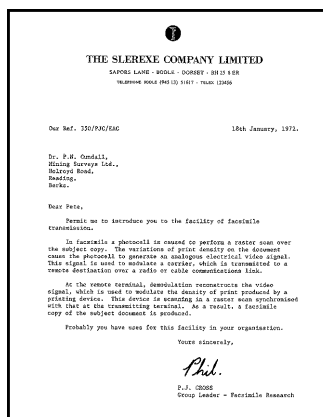
<b>Applicable lines:</b>	Public Switched Telephone Network
<b>Document size:</b>	Max. 216 mm in width, Max. 600 mm in length
<b>Effective scanning width:</b>	208 mm
<b>Effective printing width:</b>	A4: 202 mm
<b>Transmission time<sup>*1</sup>:</b>	KX-FP141: Approx. 12 s/page (ECM-MMR) <sup>*2</sup> KX-FP145: Approx. 8 s/page (ECM-MMR) <sup>*2</sup>
<b>Scanning density:</b>	Horizontal: 8 pels/mm Vertical: 3.85 lines/mm – in standard resolution, 7.7 lines/mm – in fine/photo resolution, 15.4 lines/mm – in super fine resolution
<b>Photo resolution:</b>	64-level
<b>Scanner type:</b>	Contact Image Sensor
<b>Printer type:</b>	Thermal Transfer on plain paper
<b>Data compression system:</b>	Modified Huffman (MH), Modified READ (MR), Modified Modified Read (MMR)
<b>Modem speed:</b>	KX-FP141: 9,600 / 7,200 / 4,800 / 2,400 bps; Automatic Fallback KX-FP145: 14,400 / 12,000 / 9,600 / 7,200 / 4,800 / 2,400 bps; Automatic Fallback
<b>Operating environment:</b>	5°C–35°C, 20%–80% RH (Relative Humidity)
<b>Dimensions:</b>	Approx. height 139 mm × width 331 mm × depth 238 mm
<b>Mass (Weight):</b>	Approx. 3.0 kg
<b>Power consumption:</b>	Standby: KX-FP141: Approx. 3.9 W, KX-FP145: Approx. 4.2 W Transmission: Approx. 15 W Reception: Approx. 35 W (When receiving a 20% black document) Copy: Approx. 40 W (When copying a 20% black document) Maximum: Approx. 130 W (When copying a 100% black document)
<b>Power supply:</b>	220–240 V AC, 50/60 Hz
<b>Fax memory capacity:</b>	Approx. 25 pages of memory transmission Approx. 28 pages of memory reception (Based on the ITU-T No. 1 Test Chart in standard resolution, without using the Error Correction Mode.)
<b>Voice memory capacity<sup>*3</sup>: (KX-FP145 only)</b>	Approx. 18 minutes of recording time including greeting messages

\*1 Transmission speed depends upon the contents of the pages, resolution, telephone line conditions and capability of the other party's machine.

\*2 Transmission speed is based upon the ITU-T No. 1 Test Chart. If the capability of the other party's machine is inferior to your unit, the transmission time may be longer.

\*3 Recording time may be reduced by the calling party's background noise.

## ITU-T No. 1 Test Chart

**Paper specifications**

Recording paper size: A4: 210 mm × 297 mm  
Recording paper weight: 64 g/m<sup>2</sup> to 80 g/m<sup>2</sup>

**Note for recording paper:**

- Do not use the following types of paper:
  - Paper with a cotton and/or fibre content that is over 20%, such as letterhead paper or paper used for resumes
  - Extremely smooth or shiny paper, or paper that is highly textured
  - Coated, damaged or wrinkled paper
  - Paper with foreign objects attached, such as tabs or staples
  - Paper which has dust, lint or oil stains
  - Paper that will melt, vaporize, discolour, scorch or emit dangerous fumes near 200 °C, such as vellum paper. These materials may transfer onto the fusing roller and cause damage.
  - Moist paper
- Some paper only accepts print on one side. Try using the other side of the paper if you are not happy with the print quality or if misfeeding occurs.
- For proper paper feeding and best print quality, we recommend using long-grained paper.
- Do not use paper of different types or thickness at the same time. This may cause a paper jam.
- Avoid double-sided printing.
- Do not use paper printed from this unit for double-sided printing with other copiers or printers. This may cause a paper jam.
- To avoid curling, do not open paper packs until you are ready to use the paper. Store unused paper in the original packaging, in a cool and dry location.

**Note:**

- Any details given in these instructions are subject to change without notice.
- The pictures and illustrations in these instructions may vary slightly from the actual product.

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-

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